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# 2001 ANNUAL REPORT

**ARLINGTON**  
MASSACHUSETTS









**Town of Arlington  
Massachusetts  
2001 Annual Report**

**Board of Selectmen**

Charles Lyons, Chairman  
Diane M. Mahon, Vice Chairman  
Kathleen Kiely Dias  
Kevin F. Greeley  
John W. Hurd

**Town Manager**

Philip J. Farrington







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## CREDITS / ACKNOWLEDGEMENTS

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# EXECUTIVE SERVICES

## Board of Selectmen

The Arlington Board of Selectmen is composed of five part time individuals who are entrusted with the responsibility to set policy and oversee the management of the municipal functions of local government. Buoyed by an excellent staff led by Ms. Caryn Cove and Ms. Marie Krepelka, Board Administrators, we are pleased to submit to the residents of Arlington our Annual Report for the 2001 calendar year.

We are most appreciative to the citizens of Arlington who actively participate in the civic affairs in our community making it a quality place to live. From participating in Vision 2020, to serving on committees and commissions, to public service as a Town Meeting Member, Arlington's greatest asset is the involvement of many people in community services. Many others coach youth sports, participate in scouting, or are active members of their church. A quality, active, engaged citizenry is the rock upon which our cherished democracy is built.

The hundreds of municipal and school employees who provide important basic public services enhance our community's quality of life. Led by Town Manager Philip J. Farrington, we appreciate the quality performance provided by these public servants. Arlington's crime rate continues to decrease, our public school teachers continue to inspire young minds, and through comprehensive planning the beauty of our town continues to improve.

Some of the highlights in 2001 include the following:

- The Board of Selectmen began the process to acquire the Symmes Hospital site when Lahey Clinic determined in January 2001 that the property was up for sale. At that time the Selectmen inserted an article into the warrant to purchase or take by eminent domain the Symmes site. On March 31, 2001 the voters of Arlington supported a debt exclusion to acquire and develop the site consistent with goals established by the Board of Selectmen earlier in the month. Those goals included a commitment to ensure the site be no worse than revenue neutral; maintain and expand medical uses; preserve open space; and promote affordable housing. The Selectmen set up a process that requires a final Town Meeting vote before any development can take place. The Symmes Advisory Committee, under the capable leadership of Charles Foskett, worked diligently in



**Board of Selectmen**

*Seated l to r: Kathleen Kiely Dias, Kevin F. Greeley, Diane Mahon; Vice Chairman, Standing l to r: Charles Lyons, Chairman, and John W. Hurd.*

cooperation with the Town's Redevelopment Board to ensure that the Selectmen's commitments to the voters were carried out.

- The Board initiated a much-needed Management Review of the Police Department. After securing Finance Committee support for an independent audit of the department, the Board supported the stellar performance of Chief of Police Frederick Ryan by convincing Town Meeting to prioritize funding in order to implement phase one of the strategic management plan. This plan has put more police officers on the street substantially enhancing their visibility.
- The Board's commitment to Affordable Housing in Arlington was matched with real progress. The Selectmen expanded use of Community Development Block Grant Funds to fund a Director of Housing position, and with the support of Town Meeting, established an inclusionary zoning bylaw to facilitate affordable housing. The Housing Corporation was reinvigorated by expanding its membership and acquiring valuable support from the Interfaith Association of Arlington. During the past year the Town of Arlington acquired five housing units, which are currently home to ten families. All of these efforts were coordinated by the talented executive capability of Ms. Laura Weiner, Director of Housing for the Town.



## EXECUTIVE SERVICES

- The Selectmen supported the initiative of Vision 2020 to hold its first State-of-the-Town Address given by Chairman Charles Lyons in April of 2001. The Address emphasized the need to invest in public education; the need for state leaders to reexamine over reliance on the property tax system; and urged an increased awareness of racism as a major threat to all regardless of race or ethnic background.
- In July the Nicole Reinhart play area at Cutter School Playground was dedicated in memory of cyclist Nicole Reinhart who was tragically killed the prior year during the *Tour of Arlington* bike race sponsored by BMC software. The Selectmen thank the citizens of Arlington for exercising such compassion and care in the wake of this tragedy. On July 8, 2001 the Town hosted the *Tour of Arlington* bike race, one of the four nationally televised bike races. Over 40,000 individuals witnessed this spectacular event.
- The Town Day Committee worked many months to ensure the events on September 15 would be enjoyable for the 50,000 participants. Unfortunately, the terrorist's attacks of September 11 on the World Trade Center in New York City, the Pentagon in our nation's capital, and the hijacked plane crash in Pennsylvania, required respectful modification of plans. Although the fire works were cancelled, the coming together of our sense of community that day coupled with an outpouring of patriotism heightened the importance of Town Day 2001.
- In concert with the Human Rights Committee the Board supported a candlelight vigil against hate on the steps of Town Hall in September, less than two weeks after the events of September 11, and less than one month after hate mail was distributed in some of our neighborhoods. Thousands of Arlington citizens from all races, colors, and creeds came together as one to reject hate and embrace freedom. The Board of Selectmen appreciate the efforts of all who planned and participated in this important event, especially the leadership exhibited by Ms. Sheri Baron, Chairman of the Arlington Human Rights Commission.
- Charles Lyons, Chairman of the Board of Selectmen, ended his year as President of

the Massachusetts Selectmen's Association by being elected in December as Second Vice President of the National League of Cities (NLC), the oldest and largest municipal organization in the country. The NLC serves as a resource and advocacy group in Washington D.C. for 18,000 cities and towns and all state municipal leagues. Mr. Lyons is the only Selectman ever elected as an officer of the NLC, and is slated to become the second Massachusetts local official to lead this eighty-year old organization when he is expected to assume the role of President of the NLC in December of 2003.

- The Board supported the efforts of Selectman Jack Hurd in establishing the Selectmen's Transportation Advisory Committee to assist the Selectmen in traffic related issues throughout the town. The committee, ably led by Edward Starr, met frequently, overseeing a long needed transportation study effort.
- For the administrative office of the Board, 2001 was a year of transition. After five years serving as the Board Administrator Caryn Cove was selected to serve as the Town's Personnel Director. The Board is grateful for the professionalism and loyalty with which Ms. Cove performed the duties of her position. We will miss her greatly but are pleased that she will continue to serve the Town in her new capacity as Personnel Director. The Board welcomes Marie Krepelka as Board Administrator. Ms. Krepelka began her career with the town in 1959. She brings a wealth of experience to the position and has quickly proven herself as a capable and competent administrator to the Board.

In closing, the Board wishes to express our thanks to all who commit themselves to making Arlington a wonderful place to call home. We are proud to serve such an active and vibrant constituency. We are gratified by our accomplishments for the year 2001 and look with optimism to serving citizens in the Town for the year 2002 and beyond.



# EXECUTIVE SERVICES

## Town Manager

The year 2001 has been an exciting and eventful year that once again demonstrates that the people of Arlington possess an incredible ability to work together to maintain and improve the quality of life for everyone who lives here. I encourage everyone to read this report in its entirety for it contains the details of each government agency's role in accomplishing our common goals. Arlington residents volunteer their time and talents in all facets of our government. The quality of that spirit is



*Philip J. Farrington, Town Manager*

reflected in all our accomplishments. Much of what makes Arlington so wonderful would not have happened without the generosity and leadership of citizens volunteering their time and talents. Arlington is a model for the old fashioned New England citizen government alive and well at the start of the twenty-first century.

The Town's paid employees work tirelessly every day to deliver daily services. Schools, Public Safety, Water, Sewer, Library, code enforcement, snow removal, recreational activities, historical preservation, social services, maintenance of community assets, and the flowers in the traffic islands are only some of the tasks our employees perform well.

Local government is people serving people day after day. Volunteers and paid staff. We are accessible, available, and responsive. And we need you. If you are one of the many presently part of our local organizations, whether paid or unpaid, I want to express my appreciation for all your efforts. Much has been achieved even as mistakes were made. If you are not presently involved, I urge you to get involved. You will enjoy it. You will make a difference.

The best example of citizen involvement leading to excellence is the yearlong effort to purchase the former Symmes Hospital property.

The effort began in early January when town leaders would not accept the closing of the medical facilities and the site being sold to a private developer. Despite a raging snow storm, citizens met to form what eventually became a small army of volunteers working with the Board of Selectmen and Town officials with the goal that the Town purchase this property and control its future. Voters approved a debt service exemption in April. The Town Meeting formed the Symmes Advisory Committee. The Board of Selectmen set the direction on negotiations to purchase the property. Even as prospects sometimes looked dim, Arlington stayed the course and those involved became more dedicated to the effort. Ultimately, Town Meeting, meeting in January, 2002, approved the purchase and an urban renewal plan. The dream is now ours to implement.

Preparation of municipal budgets is now a yearlong process. Each year brings its own problems and opportunities for change. In January, the outlook for the Fiscal Year 2002 budget was dim. It appeared that revenue would not be sufficient to fund needed services. Again, people worked together with common goals and budgets were developed that continued needed services while allowing some expansion to meet increased demands. One major improvement was our ability to fund five additional police officers.

As 2001 ends and we begin the process to prepare the Fiscal Year 2003 budget, we once again face revenue shortfalls.

The attacks of September 11, 2001 affected everyone in the United States. Arlington Town Day, which had already been scheduled for the following Saturday, provided Arlington families a wonderful opportunity to come together to exchange thoughts, renew friendships, and comfort each other. The Arlington Human Rights Commission sponsored a candlelight prayer vigil on Sunday that was attended by thousands of people.

The anthrax incidents severely stretched the resources of the Arlington police and fire department. Citizens were concerned and rightly called upon our public safety personnel for help. Police officers and firefighters responded to each incident as if anthrax was present. These dedicated professionals once again put the safety of the public ahead of their own. Fortunately each incident was negative.

Even the New England weather tested our resolve and proved Arlingtonians will help their neighbors in the toughest of situations. After a long winter of more ice and snow than seen in



## EXECUTIVE SERVICES

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many years, several spring rainstorms caused flooding and sewer overflows as severe as any Arlington has ever faced. The summer was warm and beautiful. But a prolonged heat stretch helped cause extensive power outages that seriously affected many people and businesses. Through all this, people helped each other get through the problems and worked together to make things better. The year ended with above average temperatures and a serious lack of precipitation. It was nice to have no snow, but many areas outside of Arlington are facing drought conditions.

I hope this Town Report will be helpful to you and inspire you to make an effort to be part of your hometown.



# EXECUTIVE SERVICES

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## State of the Town Charles Lyons Chairman Arlington Board of Selectmen April 23, 2001 Selected Excerpts

*The State of the Town Speech was given to the 2001 Annual Town Meeting on April 23, 2001 by Charles Lyons, Chairman of the Board of Selectmen. Selected excerpts from the speech are provided below:*

Members of the Clergy, Town Leaders, Town Meeting Members, Invited Guests and fellow citizens. It is a distinct honor for me to participate in this first State-of-the-Town address sponsored by the Vision 2020 Standing Committee....

One third of our Town Meeting Members faced reelections and most if not all were returned to office. Later tonight we will participate in the most shining example of representative democracy practiced on this planet, the Town Meeting form of government. Our town's rich tradition of ensuring the public's participation in local decision-making also extends beyond our Town Meeting to the hundreds of citizens who serve on our committees, commissions, as well as those who participate in our visioning process. We gather together here tonight to review our past accomplishments, renew our continued commitment to participatory democracy, and to accept new challenges. ... So on behalf of my four colleagues on the Board of Selectman, Vice Chairman Diane Mahon, Kathleen Keily Dias, Jack Hurd, and Kevin Greeley, we thank the many citizens who volunteer their time making Arlington a wonderful community. And we gather here this evening in part to celebrate your contributions. ...

### **The Importance of Education**

As we enter the 21<sup>st</sup> century we need to recommit ourselves to public education, ensuring that our youth are taught not only in modern buildings but also with the quality of teaching we have become accustomed to. The support we have received from our taxpayers to provide modern school facilities is a significant act of self-sacrifice. As we go forth rebuilding our schools to ensure that Arlington youth experience state of the art facilities for the next fifty years, we need to refocus our energies to

both attract and maintain the best and the brightest teachers to Arlington. ...

### **The Need to Evaluate How we Finance Local Government**

It seems that each year local budget priorities for communities across the state fall victim to factors beyond our control. These financial pressures come in a variety of ways: Unfunded mandates; costs of disposing trash caused by new environmental regulations; out-of-district special education tuitions; or a national health care crisis. ...

We know from our recent Vision 2020 survey that our citizens listed the impact of property taxes their third highest concern. ...

It is time we recognize that local government in Massachusetts is financed upon a tax structure that doesn't reflect the changes in our 21<sup>st</sup> century economy. It is time to call upon state leaders, who dictate how we raise local revenues, to evaluate the equity of the tax structure used to finance local government in Massachusetts. ...

During the past years our economy has changed from one based upon manufacturing and property-based wealth to one based on services and knowledge-based wealth, yet our system of financing local services has not changed. We have a 1950's tax structure financing 21<sup>st</sup> century needs. We need to foster a public policy debate aimed at developing the necessary public finance structure needed to support evolving municipal roles in the new century. ...

### **Racism is a Major Threat to Our Democracy**

A third major concern I'd like to share with you this evening is the issue of Racism and the widening divide in our country between brothers and sisters who have a darker color of skin than most of us do who live in Arlington. I believe Racism is the major threat to our democratic way of life and is of utmost importance to all of us. ...

Unfortunately, we are becoming a more segregated nation. Minority groups are being herded into impoverished neighborhoods and a



## EXECUTIVE SERVICES

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handful of our sister cities are being asked to shoulder an unfair and unjust financial burden to meet ever-growing needs. The justified rage expressed recently by black citizens in Cincinnati neighborhoods may just be the beginning. We need to ask ourselves some very tough questions and we need to come up with new solutions ensuring we do not become a country divided along class or racial lines. One needs only to look to Yugoslavia to see what happens when citizens are treated as separate and unequal. ...

### **The State of Our Town is Strong**

The challenges facing our community make this time, our time, so exciting and so compelling.

- Our Vision 2020 Environmental Task Force is engaged in developing plans to reduce pollution in Spy Pond, monitoring plans to preserve the Reservoir for swimming, and promote Arlington's participation in Cities for Climate Control.
- The Chamber of Commerce, Doctors from the Medical Community, Town Leaders, Open Space Advocates, Affordable Housing Advocates, and Neighborhood Associations came together as a community to convince Townspeople to spare the Symmes Hospital site from over-development. What a terrific job they did and what a wonderful act of self-sacrifice we received from the taxpayers of our Town.
- We can now begin counting the years when we can use Reeds Brook for recreational purposes.
- Three of our capable full time public servants; Superintendent of School Kay Donovan; Town Counsel John Maher; and Director of Planning and Community Development Alan McClennen, will present a plan to Town Meeting that will modernize athletic facilities behind Arlington High School, at no cost to the local taxpayer, while at the same time preserving this area for open recreational space for generations to come.
- During the past twenty years no other developed suburban community in Massachusetts has invested more in our water and sewer infrastructure than the Town of Arlington.
- And due to the initiation of a comprehensive five year Capital Planning and Review Process led by Charles

Foskett, Chairman of the Capital Planning Committee, we will ensure those who follow us will inherit facilities in better shape than the ones we inherited.

- Our town employees do outstanding work. These talented men and women care deeply about their responsibilities. Our public works employees performed exceptionally well fighting our winter storms, our fire personnel continue to exemplify the term professionalism in carrying out their emergency responsibilities, and due in large part to the leadership of the Director of Police Services Fred Ryan, there is a renewed commitment to invest funding to ensure our Police Department has the resources to meet 21st century challenges. Police morale has been enhanced as well.
- Our main library is a testament to its employees and the citizens led by Peg Spengler who contributed so much to provide such a wonderfully modern facility.
- We are wisely using grant funds to improve the Whittemore-Robbins House, this historic Town Hall, and the beautiful town hall gardens.
- Our commitment to celebrate artistic contributions is being led by the Cyrus E. Dallin Committee, a group of Arlingtonians who sacrifice their time raising private funds to honor the works of Arlington's most famous artist.

While we celebrate our accomplishments we also seek new challenges.

- Since citizens shop in the Internet, plan vacations on the Internet, make long distance calls on the Internet, so too do they deserve to interact with local government on the Internet. They should be able to conduct their business with their government on line rather than in line. We need to expand our e-commerce capabilities to simplify government. I'm confident we can put a team together from the various departments who interact with citizens to expand our current e-government capabilities.
- Traffic remains a major concern of our townspeople as measured in our latest Vision 2020 survey. According to two surveys conducted by the National Association of Home Builders in 1999, nation-wide seventy-nine percent of those polled listed traffic as the most negative aspect of growth. The Selectmen have



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established a Transportation Committee to make suggestions to mitigate traffic in Arlington. We look forward to their research and recommendations.

- According to *Emerging Trends In Real Estate 1999*, the publication predicts that over the next 25 years, real estate values will rise the fastest in communities that incorporate traditional characteristics of successful cities, such as a concentration of amenities, a mix of commercial and residential uses, and a pedestrian-oriented configuration. We need to examine smart growth initiatives to accommodate growth in a way that enhances the economy, protects the environment, encourages bicycle and foot traffic, and preserves or improves our quality of life.
- The costs of our homes are out of reach of many of our children and grand children. A new homeowner wishing to purchase a first home in Arlington today would need to make over \$115,000 in annual household income to afford such purchase. Over 75% of our current residents would not qualify for a mortgage on their own homes if they tried to purchase it today as a first time homebuyer. We need to make more of our housing units affordable. I am so pleased that the Interfaith Council of Arlington, led by Reverend Linda Priviteria, has made affordable housing its highest priority. Teachers, firefighters, library workers, and public works employees ought to be able to live in the town that they serve.
- America has a Health Care crisis that Arlington knows only too well. Nursing beds are being eliminated, hospitals bottom line are hemorrhaging, and emergency care facilities are closing. We need to work creatively with local providers to ensure quality health care for our citizens and add our voices to theirs in letting Congress know that Medicare and Medicaid cuts have gone too far.

No one alone can meet these challenges. We need to work together. Arlington is only 5.5 square miles and consists of citizens who have the same wants and dreams. The great philosopher Aristotle said "We should behave to our friends as we would wish our friends to behave to us". This should be our town's golden

rule. We need to listen to each other and respect one another.

I can think of no higher privilege than the opportunity to represent one's neighbor, and one's fellow citizen, in planning for a better tomorrow.

Let us remember those who are no longer with us but who helped make Arlington a better town for the roles they played in it. And let us make the same pledge in carrying out our responsibilities that the leaders of Athens did in ancient Greece thousands of years ago:

### **The Athenian Oath**

We Will Never Bring Disgrace to This Our City By

Any Act of Dishonesty or Cowardice, Nor Ever Desert Our Suffering Comrades In The Ranks; We Will Fight for the Ideal and Sacred Things of the City, Both Alone and With Many; We Will Revere and Obey the City's Laws And Do Our Best To Incite A Like Respect In Those Above Us Who are Prone to Annul or Set Them at Naught; We Will Strive Unceasingly to Quicken the Public's Sense Of Civic Duty. Thus, In All These Ways. We Will Transmit This City Greater and More Beautiful Than It Was Transmitted To Us.

The American Heritage Dictionary defines the word community as "a group of people living in the same locality and under the same government". But in Arlington the word community can mean so much more than this sterile description. By coming together from our diverse backgrounds we can find a common voice to make Arlington a community in the finest and highest sense of the word. The State of our Town is strong, but together we can and will make it so much stronger for ourselves and our posterity.

Thank you.



# CENTRAL MANAGEMENT

## Personnel Department

The Personnel Department serves all of the employees of the Town that are appointed by the Board of Selectmen, the Town Manager, the Comptroller, the Town Treasurer, the Town Clerk, and the Board of Assessors. The purpose of the department is to administer the Town's compensation and benefits programs. Additionally, the department deals with a wide variety of issues relative to quality of life in the workplace and seeks to improve the effectiveness of town services by recruiting the best employees, and reviewing and improving the organizational structure of the department.

The department handled personnel transactions relating to fifty-eight positions. This includes retirements, resignations, promotions, vacancy postings and advertisements, interviewing, selection, and enrollment of new employees. Twenty-three of these transactions were for positions within the Department of Public Works, seventeen were for positions within Community Safety, and the remaining eighteen were distributed among other departments.

The Town hired eight police officers and five new firefighters in 2001. The Town also promoted eight of its officers. All of the officers and firefighters were hired from the Civil Service List. The Commonwealth of Massachusetts Department of Human Resources holds regular examinations for the positions of police officer and municipal firefighter. The Personnel Department works to ensure that any resident who is interested in being a police officer or firefighter is aware of the test registration. This information is advertised in the Arlington Advocate, as well as the local cable access bulletin board. The Director of Fire Services and Director of Personnel also worked with the Department of Human Resources to schedule a weekend information session about the firefighter exam.

The year of 2001 was a year of transition for the Personnel Department. In April John Dunlap resigned as the director of the department after having served in the position since 1997. Mr. Dunlap left to pursue a position with the Town of Brookline. In the interim months while the Town searched for a new director, Deputy Town Manager Nancy Galkowski served as head of the Personnel Department. In August, the Town hired Caryn Cove as the new Director of Personnel. Ms. Cove has been in the employ of the Town since 1996 as Administrator to the Board of Selectmen.

In 2001, the new classification and pay plans adopted by Town Meeting were fully implemented. The Personnel Department continues to work closely with the integrated payroll department in the administration of the new pay plans and collective bargaining agreements. The department continues to search for more efficiencies and practices that will benefit both management and employees alike.

In 2002, the Department of Personnel will seek to cross train staff in order to improve efficiency and service to employees. The department will also be busy working through the expiration, adoption, and implementation of six collective bargaining agreements. The department will also work toward the development of an employee orientation program.

## Affirmative Action

The Affirmative Action Advisory Committee (AAAC) meets monthly throughout the year. The committee ordinarily meets at 7:30 P.M. on the 2<sup>nd</sup> Wednesday of the month in the Town Hall Annex. The committee meetings are open to the public and public attendance is encouraged.

The committee received and reviewed monthly reports from the Director of Personnel/Affirmative Action Officer about hirings in the Town. The principal focus of the committee is to ensure that people of all races and ethnic backgrounds are given equal opportunity to apply for and receive positions of employment with the Town of Arlington.

The committee continues to try to increase the number of minority and female applicants for positions of employment. The principal form of outreach is to have the Personnel Department post positions in publications that serve different minority communities in the area. The committee is always seeking new ways to improve outreach and readily welcomes input from any party who may have an idea about how to move forward in this goal.

This year the committee was very pleased the Town promoted its first female police officer to the position of Sergeant. The Town also hired its second female firefighter. The committee worked in cooperation with Director of Police Services, Fred Ryan, and Director of Fire Services, Richard Maimone, in these achievements. The committee continues to work with Department Heads to monitor and support the ongoing effort to further diversify the workforce.

The committee closely monitored the Hardy and Peirce School Elementary School Projects. The committee's goal is to ensure that the contractor



# CENTRAL MANAGEMENT

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and all sub-contractors are making a good faith effort to comply with minority participation goals of the State and Town. The committee was very pleased that the Hardy project met and exceeded the goal of ten-percent minority participation.

The committee had spearheaded the passage of a five percent female participation goal in town construction projects at the 1999 Annual Town Meeting. This year the committee continued to be very concerned about the low rate of female participation at the Hardy and Peirce School Projects.

The Town of Arlington has established the following mission statement relative to Affirmative Action:

*The Town of Arlington recognizes its legal obligation and moral responsibility to provide Equal Employment Opportunity to its employees and potential employees. The Affirmative Action Advisory Committee, a volunteer committee appointed by the Town Manager, is committed to the Affirmative Action program to prevent discriminatory employment practices. The committee assists the Town in implementing its Affirmative Action Plan which creates the mechanism and sets the standards by which Equal Opportunity and Affirmative Action will be assured.*

Any person interested in this issue of Affirmative Action and Equal Opportunity Employment is encouraged to contact the Affirmative Action Officer at 316-3121 or email [ccove@town.arlington.ma.us](mailto:ccove@town.arlington.ma.us).

## Legal Department

The primary objective of this department continues to be to advise all Town boards and officials about their legal responsibilities and prerogatives as well as representing the Town, its agencies and officers both in courts of various jurisdiction as well as before state administrative agencies such as the Civil Service Commission, the Labor Relations Commission, the Massachusetts Commission Against Discrimination, and the Department of Industrial Accidents. Additional duties include the drafting of warrant articles and votes at Town Meeting time for both Town officials and citizens of the Town.

As a corporation, the Town is constantly involved in contractual and other legal arrangements with public and private agencies

in the purchase of properties and materials, the rendering of services, and awarding of grants. The Town Counsel prepares many applications, contracts, leases, deeds, and other legal instruments concerning these matters.

The Town Counsel as Director of Labor Relations represents the Town Manager as the Town's agent in collective bargaining with six employee unions. These duties include supervision of negotiations, contract administration, and grievance arbitration proceedings.

Another major objective of this department is to manage and direct the Town of Arlington's Workers' Compensation Self-Insurance program. Through the timely processing of claims and the attentive investigation of accidents, this department aims to protect workers from the economic consequences of injury, promote safe work environments, assist injured employees in both their medical recovery and return to work, and seeks overall to limit the Town's liability consistent with the fair treatment of injured workers. The department also prepares and litigates all contested Workers' Compensation cases before the Department of Industrial Accidents as well as reviewing and responding to any pending legislation affecting the Town's Workers' Compensation program.

This department also oversees line of duty injury claims administration for all police and fire personnel. The goal related to this responsibility is to provide complete claims management for any injured on duty uniformed employee of the police and fire divisions consistent with appropriate provisions of law, fairness to effected employees, and prudent financial practices.

This past year this office participated in concluding a Purchase and Sale Agreement with Lahey Clinic to purchase the Symmes site.



# FINANCIAL MANAGEMENT

## Finance Committee

During 2001, the Finance Committee was chaired by Allan Tosti assisted by vice chairs Richard C. Fanning, Abigail DuBois, and Charles T. Foskett. Peter B. Howard served as secretary. The Finance Committee has twenty-one positions, one for each precinct. Of these, only one was vacant during this year. The appointing authority (Moderator, Trust Fund Commissioners Chair, Finance Committee Chair) acted to reappoint all members whose terms were completed.

The Finance Committee began its annual effort to develop a comprehensive balanced budget recommendation for Town Meeting in late January after receiving the proposed town budgets. The budget of each department was reviewed with the department head. The school budget subcommittee attended School Committee meetings in order to gain an understanding of the school budget. Hearings were held on all Warrant Articles that required an appropriation or had a financial impact. Fifteen full committee meetings were held which, when combined with numerous subcommittee meetings, made for a busy winter schedule. In addition, the committee met for a half hour before each Town Meeting session to formulate a recommendation on last minute proposals.

A new issue this year was the purchase of Symmes Hospital using bonds issued under a new debt exclusion override. The Finance Committee listened to the advocates of this process and voted to support the referendum that subsequently was accepted by the voters with a large margin. Charles Foskett, one of the Finance Committee vice chairs, contributed to this effort and was appointed, together with Steven DeCoursey, to the Symmes Advisory Committee established by the Town Meeting to develop a utilization plan for the site. Mr. Foskett was subsequently selected to chair that committee. The Finance Committee has followed the purchase negotiations closely through the involvement of Mr. Foskett and Mr. DeCoursey. By the end of the year, these negotiations had resulted in a purchase and sale agreement.

For many years the Finance Committee has been concerned with the cost of the Minuteman Regional High School budget and the Town's limited ability to control this cost. Under new leadership, the Minuteman School Committee confirmed the end of the inequitable Choice program and reached a compromise budget proposal. Although the cost to Arlington was not as low as it could have been if the Town

acted independently as it had in recent years, the Finance Committee, and later the Town Meeting, supported the proposal at the recommendation of the Arlington representative to the Minuteman School Committee. The Finance Committee expects that the new spirit of cooperation will lead to better cost control. To further encourage this process, town leaders recommended that Erin Phelps, a long-time Finance Committee member who has followed Minuteman affairs closely, be appointed to the Minuteman School Committee. After her appointment by the Moderator, Ms. Phelps resigned from the Finance Committee. Her presence will be missed.

The Finance Committee also continued to monitor other ongoing activities that could have a large financial impact. The Finance Committee followed the progress of the school renovation projects and the Reed's Brook project through regular reports by the responsible town officials.

The effort begun two years ago with the Deputy Town Manager and the Director of Data Processing has resulted in an improved budget process. The resulting document, however, needed to be improved. Several meetings of an ad hoc subcommittee with town officials have resulted in a promising format that will be both accurate and readable and, using up-to-date computerization, less expensive to produce. Whether this promise will be realized will be seen next year.

In addition to the matters already mentioned, future challenges will involve limits on State Aid with the economic recession; funding for the next round of school renovations given the rapid inflation of construction costs; the renovation of the town's fire stations; and the increasing costs of health insurance for current and retired employees.

## Board of Assessors

At the annual election held in March of 2001 James F. Doherty, was reelected for a three-year term to the Board of Assessors. At the organizational meeting of the Board of Assessors Mary Winstanley O'Connor was elected chairman and Kevin P. Feeley was elected vice chairman. Mary Winstanley O'Connor had been appointed to the board in January of 2001 upon the retirement of long-time board member Maurice "Bud" O'Connell. Bud had served on the board for over twenty years and was well known in the Assessing profession for his knowledge, wit, and compassion. His guidance will be missed and we wish him a long and healthy retirement.

In 2001 the Board of Assessors completed the implementation of a new Personal Property



## FINANCIAL MANAGEMENT

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System and the Fiscal Year 2001 revaluation of all real estate meeting the requirements of the Department of Revenue.

The Board of Assessors committed 14,609 real estate and personal property tax bills to the Tax Collector for collection for Fiscal Year 2002. These bills raised a total of \$59,101,902 in property taxes. The total assessed value of all taxable real estate and personal property for Fiscal Year 2002 was

\$4,266,984,229 which resulted in a tax rate of \$13.85 per thousand dollars of assessed value. The board also committed over 40,000 automobile excise tax bills for collection of an estimated income of \$3.6 million.

The board would like to thank all taxpayers for their cooperation and the Assessing Office staff for their continued support and for a job well done in 2001.



# FINANCIAL MANAGEMENT

## ASSESSMENT DATA

### VALUATION AND TAX LEVY

Fiscal Year	Total Assessed Valuation	Tax Levy	Tax Rate
2002	\$4,266,984,229	\$59,097,731	\$13.85
2001	\$4,239,775,439	\$55,838,267	\$13.17
2000	\$3,063,254,230	\$54,097,069	\$17.66
1999	\$3,504,316,820	\$52,443,515	\$17.17
1998	\$2,955,114,603	\$49,439,067	\$16.73
1997	\$2,815,373,412	\$48,086,577	\$17.08
1996	\$2,816,605,462	\$46,586,654	\$16.54
1995	\$2,823,394,562	\$45,343,716	\$16.06

\*Tax Rate expressed in per thousand dollars of assessed value

### PERCENT OF TAX LEVY BY CLASS

CLASS	TYPE	FY 2002	FY 2001	FY 2000
I	RESIDENTIAL	93.033	91.29	91.45
II	OPEN SPACE	.002	.04	.04
III	COMMERCIAL	5.281	6.35	6.40
IV	INDUSTRIAL	.381	.54	.55
V	PERSONAL PROPERTY	1.303	1.78	1.56
TOTAL		100.00	100.00	100.00

### AVERAGE SELLING PRICES OF HOMES 1998-2000

	1998	1999	% Inc.	2000	% Inc.
1 FAMILY	263,800	303,400	15.0	367,000	20.9
2 FAMILY	277,500	348,800	25.6	413,600	18.6
CONDOS	156,800	161,500	3.0	229,800	42.3

### AVERAGE SINGLE FAMILY TAX BILL

	FY 2002	FY 2000	FY 1998	FY 1996
ARLINGTON	\$4,137	\$3,755	\$3,416	\$3,181
BELMONT	\$5,563	\$5,356	\$5,014	\$4,758
LEXINGTON	\$5,392	\$4,689	\$4,541	\$4,289
WINCHESTER	\$5,889	\$5,175	\$4,827	\$4,485

### TAX RATE COMPONENTS

	FY 2002	FY 2001	FY 2000	FY 1999	FY 1998	FY 1997
Levy Base	\$11.96	\$11.67	\$15.66	\$15.24	\$15.32	\$15.66
2 ½ %	.30	.29	.39	.38	.38	.39
New Growth	.12	.07	.09	.09	.05	.03
Water & Sewer Debt	1.00	.87	1.16	1.06	.98	1.00
School Debt Exclusion	.47	.27	.36	.40		
TAX RATE	\$13.85	\$13.17	\$17.66	\$17.17	\$16.73	\$17.08



# FINANCIAL MANAGEMENT

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## Recapitulation of the Fiscal Year 2002 Tax Rate *\$13.85/\$1,000 of Assessed Value*

### DEBITS

Appropriations	\$94,380,698
Court Judgements	17,820
Cherry Sheet Offset	550,703
State and County Charges	2,904,059
Snow and Ice Deficit	375,798
Debt and interest charges	171,295
Allowance for Abatements and Exemptions	679,834
Other	<u>20,662</u>
Total Debits	\$99,100,870

### CREDITS

State Receipts	\$18,844,640
Local Receipts	16,070,794
Free Cash	2,700,074
Other Available Funds	2,076,185
Overlay Reserve	<u>300,000</u>
Total Credits	\$40,003,138

<b>Amount to be raised by Taxation:</b>	<b>\$59,097,732</b>
<b>Town Property Valuation</b>	<b>\$4,266,984,229</b>

Setting the Tax Rate: Divide the **Amount to be Raised** by **Town Property Valuation**, multiply by \$1,000:

$$(\$59,097,731 \div \$4,266,984,229) \times 1,000 = \$13.85$$

Source: Tax Rate Recapitulation Sheet



# FINANCIAL MANAGEMENT

## BUDGETS

Department	1999	2000	2001	2002
<b>Executive Services</b>				
Board of Selectmen Administration & Licensing	139,902	160,221	148,995	159,001
Annual Report	10,000	8,000	8,500	6,000
Audit	32,500	32,500	35,000	35,000
Town Manager	301,631	314,464	315,883	300,474
<b>Sub-Total</b>	<b>484,033</b>	<b>515,185</b>	<b>508,378</b>	<b>500,475</b>
<b>Central Management Services</b>				
Personnel	115,464	191,110	191,641	132,587
Legal and Workers' Compensation	700,554	708,551	709,391	707,328
<b>Sub-Total</b>	<b>816,018</b>	<b>899,661</b>	<b>901,032</b>	<b>839,915</b>
<b>Financial Management Services</b>				
Finance Committee	10,227	10,496	10,657	10,957
Treasurer/Collector	531,670	454,378	449,714	573,095
Parking	43,957	45,266	72,891	76,152
Postage	161,682	162,427	162,427	155,118
Comptroller/ Data Processing / Telephone	890,129	908,238	917,375	888,951
Board of Assessors	236,273	242,290	253,292	269,143
<b>Sub-Total</b>	<b>1,873,938</b>	<b>1,823,095</b>	<b>1,866,356</b>	<b>1,973,416</b>
<b>Human Services</b>				
Human Services Administration	91,672	91,048	91,633	99,835
Youth Services Enterprise Fund	344,759	372,466	332,007	383,660
Council on Aging	123,756	131,978	136,969	145,672
Council on Aging Transportation Enterprise Fund	133,060	120,977	90,568	88,838
Board of Health	120,281	138,787	143,302	158,177
Veterans' Services	227,373	181,765	137,240	214,580
Recreation Enterprise Fund	269,650	276,104	266,400	279,724
Veterans' Memorial Rink	274,434	318,890	312,386	335,317
<b>Sub-Total</b>	<b>1,584,985</b>	<b>1,632,015</b>	<b>1,510,505</b>	<b>1,705,803</b>
<b>Education and Libraries</b>				
Libraries	1,347,122	1,416,453	1,456,107	1,541,494
Arlington Public Schools	26,241,453	27,901,358	29,232,816	30,828,677
Minuteman Regional High School	2,174,987	2,142,197	1,744,487	1,964,543
<b>Sub-Total</b>	<b>29,763,562</b>	<b>31,460,008</b>	<b>32,433,410</b>	<b>34,334,714</b>



# FINANCIAL MANAGEMENT

## BUDGETS (Continued)

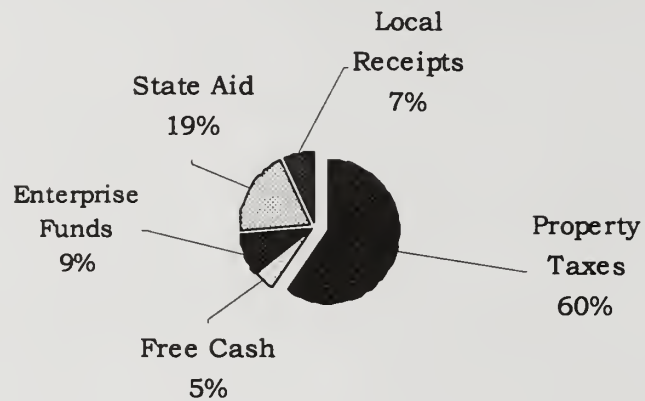
Department	1999	2000	2001	2002
<b>Public Works and Environmental Quality</b>				
Public Works	6,477,188	6,531,081	6,784,280	6,725,128
Water /Sewer Enterprise Fund	10,148,594	10,566,156	11,018,514	11,990,224
<b>Sub-Total</b>	16,625,782	17,097,237	17,802,794	18,715,352
<b>Community Safety</b>				
Police Services	3,724,838	3,803,326	3,852,536	4,483,009
Community Safety Administration	249,331	254,811	245,370	282,019
Fire Services	4,183,937	4,386,486	4,389,799	4,426,888
Community Safety Support Services	662,559	714,561	666,550	688,633
Street Lighting	550,000	522,500	522,500	422,500
<b>Sub-Total</b>	9,370,665	9,681,684	9,676,755	10,303,049
<b>Community Development</b>				
Planning and Community Development	178,624	183,940	184,140	204,262
Redevelopment Board	305,292	307,849	302,045	338,426
Zoning Board of Appeals	16,632	17,450	17,896	19,570
Inspectional Services	241,568	223,279	230,581	239,363
<b>Sub-Total</b>	742,116	732,518	734,662	801,621
<b>Town Clerk and Elections</b>				
Town Clerk	177,218	184,184	181,610	181,611
Registrar of Voters	85,286	88,387	91,341	91,939
Elections and Town Meeting	76,289	74,990	86,662	51,075
<b>Sub-Total</b>	338,793	347,561	359,613	324,625
<b>Fixed Costs</b>				
Insurance	6,109,275	6,768,560	7,537,560	8,937,222
Pensions	5,188,402	5,257,607	5,261,917	5,038,086
Long Term Debt	2,943,001	5,231,599	5,325,094	6,188,078
Short Term Debt	74,000	73,075	73,075	-
Capital Budget	557,613	649,932	638,206	645,262
Reserve Fund	200,000	1,200,000	200,000	300,000
<b>Sub-Total</b>	15,072,291	19,180,773	19,035,852	21,108,648
<b>TOTAL:</b>	<b>76,672,183</b>	<b>83,369,737</b>	<b>84,829,357</b>	<b>90,607,618</b>



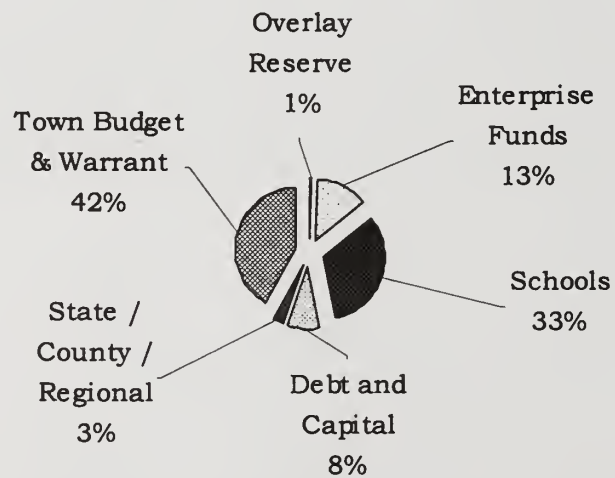
# FINANCIAL MANAGEMENT

## Revenues And Expenditures Fiscal Year 2002

Where It Comes From



Where It Goes





# FINANCIAL MANAGEMENT

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## Powers & Sullivan

Certified Public Accountants

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### Independent Auditors' Report

To the Board of Selectmen  
Town of Arlington, Massachusetts

We have audited the accompanying general purpose financial statements of the Town of Arlington, Massachusetts, as of and for the fiscal year ended June 30, 2001 (except for the Town of Arlington's Contributory Retirement System which is as of December 31, 2000), as listed in the table of contents. These general purpose financial statements are the responsibility of the Town of Arlington's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Inasmuch as the Commonwealth of Massachusetts does not require the capitalization of fixed assets, the Town has not maintained complete historical cost records of its General Fixed Assets. Accordingly, a statement of General Fixed Assets, required by generally accepted accounting principles, is not included in the general purpose financial statements.

As more fully described in Note 1, the Town maintains its Enterprise Funds on a comprehensive basis of accounting other than generally accepted accounting principles. Accordingly, the Enterprise Funds are not intended to present the financial position and results of operations in conformity with generally accepted accounting principles.

In our opinion, except for the effect on the general purpose financial statements of the matters described in the preceding two paragraphs, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Arlington, Massachusetts, as of June 30, 2001 (except for the Town of Arlington's Contributory Retirement System which is as of December 31, 2000), and the results of its operations and the cash flows of its Proprietary Fund Types and Nonexpendable Trust Funds, and the changes in net assets available for employees' pension benefits of its Pension Trust Fund for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued our report dated August 23, 2001, on our consideration of the Town of Arlington, Massachusetts' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

**Powers & Sullivan**  
August 23, 2001



# FINANCIAL MANAGEMENT

## ALL FUND TYPES AND ACCOUNT GROUP COMBINED BALANCE SHEET

JUNE 30, 2001

	Governmental Fund Types			Proprietary Fund Types			Proprietary Fund Types			Fiduciary Fund Types		Account Group
	General	Special Revenue	Capital Projects	Water and Sewer Enterprise	Youth Services Enterprise	Council On Aging Enterprise	Veterans' Risk Enterprise	Recreation Enterprise	Trust and Agency	Trust December 31, 2000	Pension December 31, 2000	General Long-Term Obligations
<b>ASSETS AND OTHER DEBITS</b>												
Cash and short-term investments	\$ 14,791,332	\$ 3,023,003	\$ 2,076,358	\$ 5,504,432	\$ 3,278	\$ 101,843	\$ 124,973	\$ 41,481	\$ 7,456,985	\$ 1,087,329	\$ -	\$ 34,211,014
Investments	2,628,104								11,994,014	119,874,590		134,496,708
Receivables, net of allowance for uncollectibles												
Real estate and personal property taxes	12,687											
Real estate tax liens	181,873											
Real estate tax deferrals	354,376											
Excise taxes	587,534											
User charges				961,979								
Departmental and other	95,990								1,116,305			
Dividends and interest												
Intergovernmental	16,756,000	3,534,741								480,698		
Community development loans		1,038,438										
Other assets:												
Real estate tax foreclosures	397,716											
Amounts to be provided for retirement of long-term obligations												43,850,000
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$ 35,805,612</b>	<b>\$ 7,596,182</b>	<b>\$ 2,076,358</b>	<b>\$ 6,466,411</b>	<b>\$ 3,278</b>	<b>\$ 101,843</b>	<b>\$ 124,973</b>	<b>\$ 41,481</b>	<b>\$ 20,567,304</b>	<b>\$ 121,442,617</b>	<b>\$ 43,850,000</b>	<b>\$ 238,076,059</b>
<b>LIABILITIES AND FUND EQUITY</b>												
<b>LIABILITIES:</b>												
Warrants payable	\$ 690,258	\$ 167,686	\$ 597,387	\$ 19,334	\$ 6,090	\$ -	\$ 5,820	\$ 6,352	\$ 5,761	\$ -	\$ -	\$ 1,498,688
Accrued payroll	2,880,036	26,067	290	1,806		767	2,893	4,833				2,916,692
Accrued liabilities	965,000		321,609									1,286,609
Reserve tax refunds	123,000											123,000
Liabilities due depositors	4,926											4,926
Deferred revenues	17,928,460	3,430,741		961,979						2,466,080		24,787,260
Workers' compensation												1,000,000
Compensated absences												6,200,000
Notes payable			1,148,000	382,626								1,530,626
Bonds payable												36,650,000
<b>TOTAL LIABILITIES</b>	<b>22,591,680</b>	<b>3,624,494</b>	<b>2,067,286</b>	<b>1,365,745</b>	<b>6,090</b>	<b>767</b>	<b>8,713</b>	<b>11,185</b>	<b>5,761</b>	<b>2,466,080</b>	<b>43,850,000</b>	<b>75,997,801</b>
<b>FUND EQUITY (DEFICIT):</b>												
Retained earnings (deficit)												
Reserved for:												
Encumbrances and continuing appropriations	1,805,466			5,100,666	(2,812)	101,076	116,260	30,296				5,345,486
Loans receivable												
Nonspendable trusts		1,038,438										1,805,466
Stabilization									4,002,872			1,038,438
Employees' pension benefits									8,346,618			4,002,872
Unreserved:										118,976,537		118,976,537
Designated for subsequent year's expenditures	2,600,074											2,600,074
Designated for employee benefits	1,133,175											1,133,175
Designated for municipal insurance	2,628,104											2,628,104
Undesignated	5,047,113	2,933,250	9,072									8,346,618
<b>TOTAL FUND EQUITY (DEFICIT)</b>	<b>13,213,932</b>	<b>3,971,688</b>	<b>9,072</b>	<b>5,100,666</b>	<b>(2,812)</b>	<b>101,076</b>	<b>116,260</b>	<b>30,296</b>	<b>20,561,543</b>	<b>118,976,537</b>	<b>-</b>	<b>162,078,258</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$ 35,805,612</b>	<b>\$ 7,596,182</b>	<b>\$ 2,076,358</b>	<b>\$ 6,466,411</b>	<b>\$ 3,278</b>	<b>\$ 101,843</b>	<b>\$ 124,973</b>	<b>\$ 41,481</b>	<b>\$ 20,567,304</b>	<b>\$ 121,442,617</b>	<b>\$ 43,850,000</b>	<b>\$ 238,076,059</b>

See notes to general purpose financial statements.



# FINANCIAL MANAGEMENT

## ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FISCAL YEAR ENDED JUNE 30, 2001

	Governmental Fund Types			Fiduciary Fund Type	Total (Memorandum Only)
	General	Special Revenue	Capital Projects	Expendable Trusts	
<b>REVENUES:</b>					
Real estate and personal property taxes, net of reserve for abatements	\$ 55,589,894	\$ -	\$ -	\$ -	\$ 55,589,894
Excise taxes	3,832,194				3,832,194
Intergovernmental	24,210,414	5,204,554			29,414,968
Departmental and other	2,830,006	2,789,382			5,619,388
Investment income (loss)	1,470,067	39,791	278,259	(776,775)	1,011,342
Contributions				2,499,450	2,499,450
<b>TOTAL REVENUES</b>	<b>87,932,575</b>	<b>8,033,727</b>	<b>278,259</b>	<b>1,722,675</b>	<b>97,967,236</b>
<b>EXPENDITURES:</b>					
Current:					
General government	4,377,990		413,794		4,791,784
Public safety	10,262,702	155,014	339,609		10,757,325
Education	31,118,416	3,694,854	6,342,911	317,828	41,474,009
Public works	8,408,877	494,653	412,166	34,111	9,349,807
Planning and community development	491,619	2,543,202			3,034,821
Human services	544,594	171,968	1,698	286,257	1,004,517
Library	1,444,114	86,522	81,043	118,139	1,729,818
Property and natural resources	404,858	371,799	192,748		969,405
Pensions	10,961,835				10,961,835
Employee benefits	7,679,766				7,679,766
State and county charges	3,025,370				3,025,370
Debt service:					
Principal	3,195,000				3,195,000
Interest	2,005,080				2,005,080
<b>TOTAL EXPENDITURES</b>	<b>83,920,221</b>	<b>7,518,012</b>	<b>7,783,969</b>	<b>756,335</b>	<b>99,978,537</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>4,012,354</b>	<b>515,715</b>	<b>(7,505,710)</b>	<b>966,340</b>	<b>(2,011,301)</b>
<b>OTHER FINANCING SOURCES (USES):</b>					
Operating transfers in	906,168	4,105	838,952	75,034	1,824,259
Operating transfers out	(4,808,448)	(92,000)	(168,270)	(692,898)	(5,761,616)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(3,902,280)</b>	<b>(87,895)</b>	<b>670,682</b>	<b>(617,864)</b>	<b>(3,937,357)</b>
<b>EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES (USES) OVER EXPENDITURES</b>	<b>110,074</b>	<b>427,820</b>	<b>(6,835,028)</b>	<b>348,476</b>	<b>(5,948,658)</b>
<b>FUND BALANCES AT BEGINNING OF YEAR</b>	<b>13,103,858</b>	<b>3,543,868</b>	<b>6,844,100</b>	<b>16,210,195</b>	<b>39,702,021</b>
<b>FUND BALANCES AT END OF YEAR</b>	<b>\$ 13,213,932</b>	<b>\$ 3,971,688</b>	<b>\$ 9,072</b>	<b>\$ 16,558,671</b>	<b>\$ 33,753,363</b>

See notes to general purpose financial statements.



# FINANCIAL MANAGEMENT

## GENERAL FUND STATEMENT OF REVENUES AND EXPENDITURES BUDGETARY BASIS - BUDGET AND ACTUAL FISCAL YEAR ENDED JUNE 30, 2001

	Budget	Actual	Variance Favorable (Unfavorable)
<b>REVENUES:</b>			
Real estate and personal property taxes, net of reserve for abatements	\$ 54,817,039	\$ 54,962,391	\$ 145,352
Excise taxes	2,822,838	3,832,194	1,009,356
Intergovernmental	17,935,691	18,512,674	576,983
Departmental and other	2,205,463	2,830,006	624,543
Investment income	796,364	1,260,245	463,881
TOTAL REVENUES	<u>78,577,395</u>	<u>81,397,510</u>	<u>2,820,115</u>
<b>EXPENDITURES:</b>			
Current:			
General government	4,966,663	4,674,990	291,673
Public safety	9,919,473	9,911,286	8,187
Education	30,977,303	30,977,303	-
Public works	7,756,840	8,076,452	(319,612)
Planning and community development	486,185	483,946	2,239
Human services	564,644	540,378	24,266
Library	1,456,108	1,414,392	41,716
Property and natural resources	377,701	358,472	19,229
Pensions	5,261,917	5,255,462	6,455
Employee benefits	7,387,560	7,404,306	(16,746)
State and county charges	3,044,704	3,025,370	19,334
Debt service:			
Principal	3,195,000	3,195,000	-
Interest	2,011,857	2,002,207	9,650
TOTAL EXPENDITURES	<u>77,405,955</u>	<u>77,319,564</u>	<u>86,391</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>1,171,440</u>	<u>4,077,946</u>	<u>2,906,506</u>
<b>OTHER FINANCING SOURCES (USES):</b>			
Overlay reversion	475,000	475,000	-
Use of unreserved fund balance	2,227,548	2,227,548	-
Operating transfers in	906,168	906,168	-
Operating transfers out	<u>(4,780,156)</u>	<u>(4,780,156)</u>	<u>-</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>(1,171,440)</u>	<u>(1,171,440)</u>	<u>-</u>
EXCESS OF REVENUES AND OTHER FINANCING SOURCES (USES) OVER EXPENDITURES	<u>\$ -</u>	<u>\$ 2,906,506</u>	<u>\$ 2,906,506</u>
See notes to general purpose financial statements.			



# FINANCIAL MANAGEMENT

## ALL PROPRIETARY FUND TYPES AND NONEXPENDABLE TRUST FUNDS COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND EQUITY

FISCAL YEAR ENDED JUNE 30, 2001

	Proprietary Fund Types				Fiduciary Fund Type		
	Water and Sewer Enterprise	Youth Services Enterprise	Council On Aging Enterprise	Veterans' Risk Enterprise	Recreation Enterprise	Non-expendable Trusts	Total (Memorandum Only)
<b>OPERATING REVENUES:</b>							
Charges for services	\$ 6,531,684	\$ 12,945	\$ 12,707	\$ 311,060	\$ 276,495	\$ -	\$ 7,144,891
Contributions		91,192	67,850			59,328	59,328
Intergovernmental							159,042
<b>TOTAL OPERATING REVENUES</b>	<b>6,531,684</b>	<b>104,137</b>	<b>80,557</b>	<b>311,060</b>	<b>276,495</b>	<b>59,328</b>	<b>7,363,261</b>
<b>OPERATING EXPENSES:</b>							
Cost of service and administration	10,726,782	340,913	61,250	301,517	260,571		11,691,033
<b>OPERATING INCOME (LOSS)</b>	<b>(4,195,098)</b>	<b>(236,776)</b>	<b>19,307</b>	<b>9,543</b>	<b>15,924</b>	<b>59,328</b>	<b>(4,327,772)</b>
<b>NONOPERATING REVENUE:</b>							
Investment income	16,010						16,010
<b>NET INCOME (LOSS) BEFORE TRANSFERS</b>	<b>(4,179,088)</b>	<b>(236,776)</b>	<b>19,307</b>	<b>9,543</b>	<b>15,924</b>	<b>59,328</b>	<b>(4,311,762)</b>
<b>TRANSFERS:</b>							
Operating transfers in	3,677,690	258,718		2,325	624		3,939,357
Operating transfers out		(2,000)					(2,000)
<b>TOTAL TRANSFERS</b>	<b>3,677,690</b>	<b>256,718</b>	<b>-</b>	<b>2,325</b>	<b>624</b>	<b>-</b>	<b>3,937,357</b>
<b>NET INCOME (LOSS)</b>	<b>(501,398)</b>	<b>19,942</b>	<b>19,307</b>	<b>11,868</b>	<b>16,548</b>	<b>59,328</b>	<b>(374,405)</b>
<b>FUND EQUITY AT BEGINNING OF YEAR</b>	<b>5,602,064</b>	<b>(22,754)</b>	<b>81,769</b>	<b>104,392</b>	<b>13,748</b>	<b>3,943,544</b>	<b>9,722,763</b>
<b>FUND EQUITY AT END OF YEAR</b>	<b>\$ 5,100,666</b>	<b>\$ (2,812)</b>	<b>\$ 101,076</b>	<b>\$ 116,260</b>	<b>\$ 30,296</b>	<b>\$ 4,002,872</b>	<b>\$ 9,348,358</b>

See notes to general purpose financial statements.



# FINANCIAL MANAGEMENT

## ALL PROPRIETARY FUND TYPES AND NONEXPENDABLE TRUST FUNDS COMBINED STATEMENT OF CASH FLOWS

FISCAL YEAR ENDED JUNE 30, 2001

	Proprietary Fund Types					Fiduciary Fund Type	
	Water and Sewer Enterprise	Youth Services Enterprise	Council On Aging Enterprise	Veterans' Risk Enterprise	Recreation Enterprise	Non-expendable Trusts	Total (Memorandum Only)
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>							
Operating income (loss)	\$ (4,195,098)	\$ (236,776)	\$ 19,307	\$ 9,543	\$ 15,924	\$ 59,328	\$ (4,327,772)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:							
Change in assets and liabilities:							
Warrants payable	(186,364)	435	149	(5,145)	6,352		(185,157)
Accrued payroll	(990)	(17,099)		139	(2,578)		(2,845)
Due to other funds							(17,099)
<b>NET CASH PROVIDED BY (USED FOR) OPERATING ACTIVITIES</b>	<b>(4,382,452)</b>	<b>(253,440)</b>	<b>19,456</b>	<b>4,537</b>	<b>19,698</b>	<b>59,328</b>	<b>(4,532,873)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>							
Purchases, sales and maturities of investments, net	16,010					(59,328)	(59,328)
Investment income							16,010
<b>NET CASH PROVIDED BY (USED FOR) INVESTING ACTIVITIES</b>	<b>16,010</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(59,328)</b>	<b>(43,318)</b>
<b>CASH FLOWS (USED FOR) CAPITAL AND RELATED FINANCING ACTIVITIES:</b>							
Payments on notes payable	(191,312)						(191,312)
<b>CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:</b>							
Operating transfers in	3,677,690	258,718		2,325	624		3,939,357
Operating transfers out		(2,000)					(2,000)
<b>NET CASH PROVIDED BY NON-CAPITAL FINANCING ACTIVITIES</b>	<b>3,677,690</b>	<b>256,718</b>	<b>-</b>	<b>2,325</b>	<b>624</b>	<b>-</b>	<b>3,937,357</b>
<b>NET INCREASE (DECREASE) IN CASH</b>	<b>(880,064)</b>	<b>3,278</b>	<b>19,456</b>	<b>6,862</b>	<b>20,322</b>	<b>-</b>	<b>(830,146)</b>
<b>CASH AND SHORT-TERM INVESTMENTS AT BEGINNING OF YEAR</b>	<b>6,384,496</b>	<b>-</b>	<b>82,387</b>	<b>118,111</b>	<b>21,159</b>	<b>-</b>	<b>6,606,153</b>
<b>CASH AND SHORT TERM INVESTMENTS AT END OF YEAR</b>	<b>\$ 5,504,432</b>	<b>\$ 3,278</b>	<b>\$ 101,843</b>	<b>\$ 124,973</b>	<b>\$ 41,481</b>	<b>\$ -</b>	<b>\$ 5,776,007</b>
<b>RECONCILIATION TO COMBINED BALANCE SHEET:</b>							
Cash and short term investments at end of year	\$ 5,504,432	\$ 3,278	\$ 101,843	\$ 124,973	\$ 41,481	\$ -	\$ 5,776,007
Cash and short term investments at end of year, Expendable Trust and Agency funds						7,456,985	7,456,985
<b>CASH AND SHORT-TERM INVESTMENTS AT END OF YEAR PER THE COMBINED BALANCE SHEET</b>	<b>\$ 5,504,432</b>	<b>\$ 3,278</b>	<b>\$ 101,843</b>	<b>\$ 124,973</b>	<b>\$ 41,481</b>	<b>\$ 7,456,985</b>	<b>\$ 13,232,992</b>

See notes to general purpose financial statements.



# FINANCIAL MANAGEMENT

## PENSION TRUST FUND STATEMENT OF CHANGES IN NET ASSETS AVAILABLE FOR EMPLOYEES' PENSION BENEFITS

FISCAL YEAR ENDED DECEMBER 31, 2000

### ADDITIONS:

Employer contributions	\$ 5,211,513
Employee contributions	<u>1,767,770</u>
Total contributions	<u>6,979,283</u>
Net investment income (loss):	
Net depreciation in fair value of investments	(6,201,057)
Interest and dividends	<u>2,872,402</u>
Net investment income (loss)	<u>(3,328,655)</u>
Intergovernmental	722,648
Transfers from other systems	<u>157,139</u>
Total additions	<u>4,530,415</u>

### DEDUCTIONS:

Administration	441,479
Retirement benefits and refunds	9,933,354
Transfers to other systems	<u>297,724</u>
Total deductions	<u>10,672,557</u>

Net (decrease) (6,142,142)

Net assets available for employees' pension benefits at beginning of year  
(fund balance reserved for employees' pension benefits) 125,118,679

Net assets available for employees' pension benefits at end of year  
(fund balance reserved for employees' pension benefits) \$ 118,976,537

*See notes to general purpose financial statements.*



# FINANCIAL MANAGEMENT

## NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying general purpose financial statements of the Town of Arlington, Massachusetts (the Town) have been prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

### A. Reporting Entity

The Town is a municipal corporation governed by "The Town Manager Act of the Town of Arlington, Massachusetts", the "By-Laws of the Town of Arlington", and Massachusetts General Laws Chapter 43A, "Standard Form of Representative Town Meeting Government". The executive branch is made up of a five-member Board of Selectmen elected at large. The Board hires a professional manager to administer the daily operations of the government. The legislative branch is a Town Meeting made up of approximately 252 representatives, elected from each of the twenty-one precincts in the Town. Arlington is also a member of the 7<sup>th</sup> Massachusetts Congressional District, 4<sup>th</sup> Middlesex State Senatorial District, and the 25<sup>th</sup> and 26<sup>th</sup> Middlesex State Representative Districts. For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions.

The Town has also considered all potential Component Units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the Town's general purpose financial statements to be misleading or incomplete. As required by GAAP, these general purpose financial statements present the Town (the Primary Government) and its Component Units. The Town has included one entity as a Component Unit in the reporting entity, because of the significance of its operational and/or financial relationship with the Town.

*Blended Component Units* – Blended Component Units are entities which are legally separate from the Town, but are so related to the Town that they are, in substance, the same as the Town or entities providing services entirely or almost entirely for the benefit of the Town. The Arlington Contributory Retirement System (the System) is blended within the Primary Government.

The System was established to provide retirement benefits to Town employees and their beneficiaries. The System is governed by a five member Retirement Board comprised of the Town Comptroller (ex-officio), two members elected by the System's participants, one member appointed by the Board of Selectmen and one member appointed by the Retirement Board's members. The System is presented using the accrual basis of accounting and is reported as a Pension Trust Fund. The System did not issue a separate audited financial statement.

*Joint Ventures* - The Town is a member of the North East Solid Waste Committee (NESWC), a joint venture with 23 communities organized to represent its members in all matters related with solid waste disposal at a regional waste-to-energy facility located in North Andover, Massachusetts. In accordance with a depository agreement, NESWC was granted control over various funds received from contract communities. As of June 30, 2001, the Town's equity interest in the operation of NESWC is approximately \$1,112,000, which is recorded as a receivable in the Tip Fee Stabilization Fund (Expendable Trust Fund). Complete financial statements for NESWC can be obtained directly from their administrative office located at 530 Atlantic Avenue, Boston, Massachusetts 02110.



# FINANCIAL MANAGEMENT

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## B. Measurement Focus, Basis of Accounting and Basis of Presentation

The accounts of the Town are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of governmental funds not recorded directly in those funds.

The Town has the following fund types and account group:

**Governmental Funds** are used to account for the Town's general governmental activity. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgements which are recognized when the obligations are expected to be liquidated with current expendable available resources.

The Town considers property tax revenues available if they are collected within 60-days after year end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received by the Town and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria are met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

Governmental funds include the following fund types:

The *General Fund* is the general operating fund of the Town. It is used to account for all financial resources, except those required to be accounted for in another fund.

The *Special Revenue Fund* is used to account for the proceeds of specific revenue sources (other than Expendable Trusts or Capital Projects) that are restricted by law or administrative action to expenditures for specified purposes.

The *Capital Projects Fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Trust Funds).

**Proprietary Funds** are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. For Proprietary Fund accounting, the Town applies all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

The *Enterprise Funds* are used to account for those operations that are financed and operated in a manner similar to private business or where the Town has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability. The Enterprise Funds are used to account for the Town's Water and Sewer, Youth Services, Council on Aging, Veteran's Rink and Recreation activities.



# FINANCIAL MANAGEMENT

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The Town does not account for the Enterprise Funds using a flow of economic resources measurement focus and the accrual basis of accounting. The Town does not record fixed assets, depreciation, contributed capital, accrued revenues and accrued expenses. Therefore, the Enterprise Funds' financial statements are reported using the modified accrual basis of accounting. This presentation is not in accordance with GAAP.

**Fiduciary Funds** account for assets held by the Town in a trustee capacity or as an agent on behalf of others. Trust funds account for assets held by the Town under the terms of a trust agreement.

The *Expendable Trust Fund* is accounted for in essentially the same manner as governmental fund types, using the same measurement focus and basis of accounting. Expendable trust funds are used to account for trusts where both principal and earnings may be spent.

The *Nonexpendable Trust Fund and Pension Trust Fund* are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. The Nonexpendable Trust Fund is used to account for trusts that stipulate that only earnings, and not principal, may be spent.

The *Agency Fund* is custodial in nature and does not present results of operations or have a measurement focus. Agency funds are accounted for using the modified accrual basis of accounting. This fund is used to account for assets that the Town holds for others in an agency capacity.

The **General Long-Term Obligations Account Group** is used to account for general long-term bonds and notes issued by the Town, compensated absences and workers compensation claims that will be financed in future fiscal years from Governmental Funds.

## C. Cash and Investments

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition.

Investments are carried at fair value.

## D. Property Taxes

Property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1st, November 1st, February 1st and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Tax liens are processed during the fourth quarter of every fiscal year on delinquent properties. Property taxes levied are recorded as receivables in the fiscal year of the levy and are recorded under the modified accrual basis of accounting.

## E. Inventories

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the general purpose financial statements and therefore are not reported.

## F. Fixed Assets

The Commonwealth of Massachusetts does not require the Town to capitalize expenditures for General Fixed Assets. Accordingly, such disbursements in the Governmental Funds are considered expenditures in the fiscal year payments are made. As a result of this practice, the accompanying general purpose



# FINANCIAL MANAGEMENT

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financial statements do not include a statement of the General Fixed Assets Account Group, which is a departure from GAAP.

A complete accounting of fixed assets and depreciation of the Enterprise Funds has not been maintained and therefore are not reported. This is a departure from GAAP.

## **G. Interfund/Intrafund Transactions**

During the course of its operations, the Town records transactions between funds and/or between departments. Transactions of a buyer/seller nature between departments within a fund are not eliminated from the individual fund statements. Receivables and payables resulting from transactions between funds are classified as "Due from other funds" or "Due to other funds" on the combined balance sheet.

## **H. Fund Equity**

The Town reports fund balances as reserved and designated where legally restricted for a specific future use. Otherwise, these balances are considered undesignated.

Fund balances have been "reserved for" the following:

"Encumbrances and continuing appropriations" represents amounts obligated under purchase orders, contracts and other commitments for expenditures that are being carried over to the ensuing fiscal year.

"Loans receivable," represents the balance on loans the Town has made to residents as a participant in the Community Development federal loan program.

"Nonexpendable trusts," represents amounts held by the Town for which only investment earnings may be expended.

"Stabilization" represents the amount accumulated for general and/or capital purposes and for financial obligations associated with the Town's solid waste agreement with Wheelabrator North Andover, Inc. (WNAI).

"Employees' pension benefits," represents the net assets available to the System's participants that cannot be used for any other purpose.

Fund balances have been "designated for" the following:

"Subsequent year's expenditures" represents amounts appropriated for the fiscal year 2002 operating budget.

"Employee benefits" represents amounts accumulated for the specific purpose of providing health insurance coverage for the Town's employees and retirees.

"Municipal insurance" represents the amounts the Town has designated for liability and casualty self-insurance.

## **I. Long-Term Debt**

Long-term financing related to governmental funds is recorded in the General Long-Term Obligations Account Group. Principal and interest expenditures on long-term debt are recorded in the General Fund.



# FINANCIAL MANAGEMENT

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Long-term financing of the Water and Sewer Enterprise Fund is recorded as liabilities of that fund. Principal paydowns and interest expenses paid on long-term debt are recorded in the Water and Sewer Enterprise Fund.

## **J. Investment Income**

Investment income from Special Revenue and Capital Projects Funds (except the School Capital Stabilization Fund) is legally assigned to the General Fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from the Nonexpendable Trust Fund is legally assigned to the Expendable Trust Fund.

Investment income from the Enterprise Funds (except the Water and Sewer Enterprise Fund) is voluntarily assigned to the General Fund.

## **K. Compensated Absences**

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies. For governmental funds, vested or accumulated vacation and sick leave that are expected to be liquidated with expendable available financial resources are reported as expenditures and fund liabilities. Amounts that are not expected to be so liquidated are reported in the General Long-Term Obligations Account Group.

## **L. Post Retirement Benefits**

In addition to providing pension benefits, the Town provides health insurance coverage for retired employees and their survivors. The Town recognizes the cost of providing health insurance by recording its share of insurance premiums in the General Fund in the fiscal year paid. For the fiscal year ended June 30, 2001, this expenditure totaled approximately \$2,488,000. This expenditure funded approximately 970 health plans.

## **M. Use of Estimates**

The preparation of the general purpose financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the general purpose financial statements and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

## **N. Total Column (Memorandum Only)**

The total column used on the General Purpose Financial Statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

## **NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

### **A. Budgetary Information**

Municipal Law requires the Town to adopt a balanced budget that is approved by the Finance Committee (Committee). The Committee presents an annual budget to the representative town meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and



# FINANCIAL MANAGEMENT

other financing uses. The Town, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote at the Annual Town Meeting. Changes subsequent to the approved annual budget require majority vote at a special town meeting.

The majority of the Town's appropriations are non-continuing, which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year.

Generally, expenditures may not exceed the level of spending authorized for an appropriation account. However, the Town is statutorily required to pay debt service, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgements may exceed the level of spending authorized by majority vote at a special town meeting.

The Town adopts an annual budget for the General Fund in conformity with the guidelines described above. The original fiscal year 2001 approved budget for the General Fund authorized approximately \$82,086,000 in appropriations and other amounts to be raised. During fiscal year 2001, Town Meeting approved supplemental appropriations totaling \$100,000.

The Town Comptroller has the responsibility to ensure that budgetary control is maintained in the manner in which the appropriations were voted at Town Meeting. Budgetary control is exercised through the Town's accounting system.

## B. Budgetary - GAAP Reconciliation

Accounting principles followed for purposes of preparing general purpose financial statements on a budgetary basis differ from those used to present general purpose financial statements in conformity with GAAP. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2001, is presented as follows:

Excess of revenues and other financing sources	
(uses) over expenditures – budgetary basis.....	\$2,906,506

### Perspective difference:

Activity of health insurance and municipal building	
insurance trust recorded in the general fund for GAAP	( 1,018,944)

### Basis of accounting differences:

Net increase in revenues	6,325,243
Overlay reversion.....	( 475,000)
Use of unreserved fund balance.....	( 2,227,548)
Net increase in recording expenditures,	
encumbrances and continuing appropriations.....	( 5,400,183)

Excess of revenues and other financing sources	
(uses) over expenditures - GAAP basis.....	\$ <u>110,074</u>



# FINANCIAL MANAGEMENT

## C. Appropriation Deficits

During fiscal year 2001, expenditures exceeded budgeted appropriations for public works and employee benefits. These deficits will be funded through the tax levy in fiscal year 2002.

## D. Individual Fund Deficits

There are several individual fund deficits within the Special Revenue and Capital Projects Funds. These deficits will be funded by grant proceeds and other available funds.

At June 30, 2001, the Youth Services Enterprise Fund had a deficit of (\$2,812). This deficit will be funded through future available funds.

## NOTE 3 - CASH AND INVESTMENTS

The Town maintains a cash and investment pool that is available for use by all funds, except the Trust Funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and Short-Term Investments". The deposits and investments of the Trust Funds are held separately from those of other Town funds.

At fiscal year end, the carrying amount of the Town's deposits totaled \$3,267,957 and the bank balance totaled \$4,683,488. Of the bank balance, \$315,731 was covered by federal depository insurance, \$3,137,917 was covered by the depositors insurance fund, \$1,122,194 was collateralized by government securities and \$107,646 was uninsured and uncollateralized.

The June 30, 2001, carrying value of the Town's deposits consisted of the following:

Checking, savings and NOW accounts.....	\$1,190,743
Certificates of deposit.....	40,585
Money market deposits.....	<u>2,036,629</u>
Carrying amount of cash.....	<u>\$3,267,957</u>

At December 31, 2000, the carrying amount of the System's deposits totaled \$1,087,329 and the bank balance of \$1,383,392 was covered by federal depository insurance.

Statutes authorize the Town to invest in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (Pool). In addition, there are various restrictions limiting the amount and length of deposits and investments.

The Town participates in the Pool, which meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth of Massachusetts who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.



# FINANCIAL MANAGEMENT

Investments are classified as to collateral risk into the following three categories:

- Category 1: Insured or registered, or securities held by the Town or its agent in the Town's name.
- Category 2: Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the Town's name.
- Category 3: Uninsured and unregistered, with securities held by the counterparty, or its trust department or agent but not in the Town's name.

Investments for the Town as of June 30, 2001, are summarized as follows:

Investments subject to categorization (category three):

Equity securities..... \$14,622,118

Investments not subject to categorization:

Money Market Investments..... 205,648

MMDT..... 29,650,080

Total Investments..... \$ 44,477,846

Investments for the System as of December 31, 2000, are summarized as follows:

Investments subject to categorization (category three):

Equity Securities..... \$ 82,106,993

Fixed Income Securities..... 37,767,597

Total Investments..... \$119,874,590

The following is a reconciliation of the Town's investments as summarized above to the balance as reported in the combined balance sheet:

Investments of the Town as summarized above..... \$ 44,477,846

Less: Short-term investments reported on the combined  
balance sheet as cash and short-term investments ( 29,855,728)

Investments of the Town as reported  
on the combined balance sheet..... \$14,622,118

The following is a reconciliation of the balance of cash and short-term investments of the Town at June 30, 2001:

Carrying amount of cash..... \$ 3,267,957

Add: Short-term investments..... 29,855,728

Cash and short-term investments of the Town  
as reported on the combined balance sheet..... \$ 33,123,685



# FINANCIAL MANAGEMENT

## NOTE 4 - PENSION PLAN

*Plan Description* - The Town contributes to the System, a cost-sharing multiple-employer defined benefit pension plan administered by the Arlington Contributory Retirement Board (Board). Substantially all employees are members of the System except for public school teachers and certain administrators who are members of the Commonwealth of Massachusetts' Teachers Contributory Retirement System to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are funded by the Commonwealth of Massachusetts (the Commonwealth). The amount of these on-behalf payments totaled approximately \$5,697,000 for the fiscal year ended June 30, 2001, and, accordingly, are reported in the General Fund as Intergovernmental Revenues and Pension Expenditures.

The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the system. Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the Pension Fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System. The System issues a publicly available financial report in accordance with guidelines established by the Commonwealth's Public Employee Retirement Administration Commission. That report may be obtained by contacting the System located at 869 Massachusetts Avenue, Arlington, MA 02476.

At January 1, 2000, the System's membership consisted of the following:

Active members.....	701
Retirees and beneficiaries currently receiving benefits	587
Inactive members.....	<u>102</u>
Total.....	<u>1,390</u>

*Funding Policy* - Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the system-wide actuarial determined contribution, which are apportioned among the employers based on active current payroll. The current and two preceding fiscal years apportionment required the Town to contribute approximately 96% of the annual pension cost of employers. The contributions of system members and the Town are governed by Chapter 32 of the MGL.

*Annual Pension Cost* - The Town's contributions to the System for the fiscal years ended June 30, 2001, 2000 and 1999 were \$4,932,159, \$4,909,286 and \$4,832,996 respectively, which equaled its required contribution for each fiscal year. At June 30, 2001, the Town did not have a net pension obligation. The required contribution was determined as part of the January 1, 2000, actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included an 8.0% investment rate of return and a 5.0% rate of salary increase per year. The actuarial value of the Plan's assets was determined using the fair value of the assets. The system's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll. The remaining amortization period at January 1, 2000, was 12 years.



# FINANCIAL MANAGEMENT

## Schedule of Funding Progress (Dollar amounts in thousands)

Actuarial Valuation Date	Actuarial Value Of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage Of Covered Payroll ((B-A)/C)
1/1/00	\$115,600	\$143,300	\$27,700	80.67%	\$21,242	130%
1/1/99	106,200	136,100	29,900	78.03	20,781	144
1/1/98	96,300	127,100	30,800	75.77	19,834	155
1/1/96	72,300	111,700	39,400	64.73	18,215	216
1/1/95	57,000	93,900	36,900	60.70	13,600	271
1/1/94	58,700	100,900	42,200	58.18	13,500	313

*Non-contributory Retirement Allowance* - The Town pays the entire retirement allowance for certain retirees who are eligible for non-contributory benefits and are not members of the System. The general fund expenditure for fiscal year 2001 totaled approximately \$429,000.

## NOTE 5 - SHORT-TERM FINANCING

The Town is authorized to borrow on a temporary basis to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations of the Town and carry maturity dates that are limited by statute. Interest expenditures/expenses for short-term borrowings are accounted for in the General Fund and Enterprise Funds, respectively.

As of June 30, 2001, the Town had one BAN outstanding for various capital projects in the amount of \$1,148,000 with an interest rate of 3.75% maturing on August 2, 2001. On August 2, 2001, the Town re-issued the BAN for the same amount and at the same rate maturing on October 2, 2001.

## NOTE 6 - LONG-TERM DEBT

State law permits the Town, under the provisions of Chapter 44, Section 10, to authorize indebtedness up to a limit of 5% of its equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, a Town may authorize debt in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Details related to the Town's outstanding indebtedness related to the governmental fund types at June 30, 2001 are as follows:



# FINANCIAL MANAGEMENT

## ***Bonds Payable Schedule - Governmental Funds***

<u>Project</u>	<u>Interest Rate (%)</u>	<u>Outstanding at June 30, 2000</u>	<u>Issued</u>	<u>Redeemed</u>	<u>Outstanding at June 30, 2001</u>
Municipal Purpose Bond 1992	4.70	\$ 1,235,000	\$ -	\$ 450,000	\$ 785,000
Municipal Purpose Bond 1993	3.59	545,000	-	150,000	395,000
Municipal Purpose Bond 1996	4.33	1,605,000	-	285,000	1,320,000
Municipal Purpose Bond 1996	5.16	5,635,000	-	340,000	5,295,000
Municipal Purpose Bond 1996	5.22	4,675,000	-	275,000	4,400,000
Municipal Purpose Bond 2000	4.0 to 6.0	17,680,000	-	1,125,000	16,555,000
Municipal Purpose Bond 2001	5.11	<u>8,470,000</u>	<u>-</u>	<u>570,000</u>	<u>7,900,000</u>
Total.....		<u>\$39,845,000</u>	<u>\$ -</u>	<u>\$3,195,000</u>	<u>\$36,650,000</u>

The annual debt service requirements for the governmental fund types are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2002.....	\$ 3,175,000	\$ 1,705,679	\$4,880,679
2003.....	2,995,000	1,560,646	4,555,646
2004.....	2,635,000	1,436,325	4,071,325
2005.....	2,520,000	1,322,615	3,842,615
2006.....	2,430,000	1,213,658	3,643,658
Thereafter.....	<u>22,895,000</u>	<u>6,833,016</u>	<u>29,728,016</u>
Total future debt obligations	<u>\$36,650,000</u>	<u>\$14,071,939</u>	<u>\$50,721,939</u>

## ***Notes Payable Schedule - Water and Sewer Enterprise Fund***

<u>Project</u>	<u>Interest Rate (%)</u>	<u>Outstanding at June 30, 2000</u>	<u>Issued</u>	<u>Redeemed</u>	<u>Outstanding at June 30, 2001</u>
Sewer Note - MWRA	* 0.00	\$ 90,450	\$ -	\$ 30,150	\$ 60,300
Water Note - MWRA	* 0.00	232,748	-	77,582	155,166
Sewer Note - MWRA	* 0.00	<u>250,740</u>	<u>-</u>	<u>83,580</u>	<u>167,160</u>
Total.....		<u>\$573,938</u>	<u>\$ -</u>	<u>\$191,312</u>	<u>\$382,626</u>

\* The Town is a member of the Massachusetts Water Resources Authority (MWRA) which offers its members interest free loans for various purposes.



## FINANCIAL MANAGEMENT

The annual debt service requirements of the Water and Sewer Enterprise Fund are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2002.....	\$191,313	\$ -	\$191,313
2003.....	<u>191,313</u>	<u>-</u>	<u>191,313</u>
Total.....	<u>\$382,626</u>	<u>\$ -</u>	<u>\$382,626</u>

The Commonwealth of Massachusetts has approved construction assistance to the Town. The assistance program provides resources for future debt service of general obligation school bonds outstanding. These resources are subject to the Town's compliance with certain reporting requirements. During fiscal year 2001, the Town received \$1,356,338 of such assistance. Approximately \$22,395,000 will be received in future fiscal years.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2001, the Town has the following authorized and unissued debt:

<u>Purpose</u>	<u>Amount</u>
School construction.....	\$21,692,000
Reeds Brook project.....	4,340,000
Capital equipment.....	3,853,519
Sewer and water facilities.....	<u>1,342,787</u>
	<u>\$31,228,306</u>

### General Long-Term Obligations Account Group

The Town records its governmental funds liability for long-term bonds and notes in the General Long-Term Obligations Account Group. Other general long-term obligations recognized by the Town are its obligations for workers' compensation claims and compensated absences (vacation and sick pay benefits). These liabilities will be liquidated in the future from governmental funds.

During the fiscal year ended June 30, 2001, the following changes occurred in liabilities reported in the General Long-Term Obligations Account Group.

	Balance July 1, <u>2000</u>	Bonds and Notes <u>Redeemed</u>	Other Net Increase <u>(Decrease)</u>	Balance June 30, <u>2001</u>
Long-Term Bonds and Notes..	\$39,845,000	(\$3,195,000)	\$ -	\$36,650,000
Workers' Compensation.....	1,000,000	-	-	1,000,000
Compensated Absences.....	<u>6,500,000</u>	<u>-</u>	<u>(300,000)</u>	<u>6,200,000</u>
Total.....	<u>\$47,345,000</u>	<u>(\$3,195,000)</u>	<u>(\$300,000)</u>	<u>\$43,850,000</u>



# FINANCIAL MANAGEMENT

## NOTE 7 - STABILIZATION FUND

The Town has \$2,462,138 in a Stabilization Fund classified in the Expendable Trust Funds at June 30, 2001. During fiscal year 2001, the fund had a net increase of \$100,468 through investment income. The Stabilization Fund may be used for general and/or capital purposes upon Town Meeting approval.

## NOTE 8 - TIP FEE STABILIZATION FUND

In accordance with Chapter 8 of the Acts of 1998 of the Commonwealth, the Town maintains a Tip Fee Stabilization Fund to account for proceeds from the sale of recycled materials; the sale of excess tonnage capacity of the Town at the facility of Wheelabrator North Andover Incorporated (WNAI), including the balance of such funds previously received; other receipts arising from the sale of disposal of solid waste; and any funds appropriated by Town meeting for the purposes of this fund.

Town meeting may appropriate from the Tip Fee Stabilization Fund to fund any of the Town's financial obligations associated with the existing solid waste agreement with WNAI, or a successor agreement, in association with NESWC. In addition, to provide for extraordinary and unforeseen expenditures, the Town Manager, with the approval of the Board of Selectmen and the Finance Committee, may expend up to 10% of the fund without further appropriation. Beginning in the fiscal year commencing July 1, 2005, Town Meeting, by two-thirds vote, may appropriate from the Tip Fee Stabilization Fund for any lawful purpose.

The Town has \$5,884,480 in the Tip Fee Stabilization Fund at June 30, 2001, which is recorded in the expendable trust funds. The activity of the fund in fiscal year 2001 consists of the following:

Fund balance at June 30, 2000.....	\$4,222,588
Proceeds from the sale of excess tonnage capacity, recycled materials, disposal of solid waste and other revenues from NESWC.....	2,267,921
Investment income.....	232,425
Payment to NESWC for waste disposal.....	( 282,794)
Transfer to the General Fund.....	( 555,660)
Fund balance at June 30, 2001.....	<u>\$5,884,480</u>

## NOTE 9 - RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance.

### *Employee Benefits*

The Town is self-insured for its health insurance activities. These activities are accounted for in the Town's General Fund where revenues are recorded when earned and expenses are recorded when the liability is incurred.

The Town estimates its Incurred But Not Reported (IBNR) health claims liability based on two-month claims paid average for the six months prior to fiscal year-end. At June 30, 2001, the amount of the



# FINANCIAL MANAGEMENT

liability for health insurance claims totaled \$965,000. This liability is the Town's best estimate based on available information. Changes in the reported liability since July 1, 1999, are as follows:

	Balance at Beginning of <u>Fiscal</u> <u>Year</u>	Current Year Claims and Changes in <u>Estimate</u>	Claims <u>Payments</u>	Balance at Fiscal Year-End
Fiscal Year 2000	\$530,000	\$6,737,487	(\$6,367,487)	\$900,000
Fiscal Year 2001	900,000	5,946,526	( 5,881,526)	965,000

In fiscal year ended June 30, 2001, the Town established a Retiree Healthcare Trust Fund. The intention is to appropriate money into the fund each year to stabilize future costs for the healthcare of retirees. The Town has approximately \$79,000 in the fund at June 30, 2001 reported with expendable trust funds.

## *Workers' Compensation*

Workers' compensation claims are funded on a pay-as-you-go basis from annual appropriations. The City estimates its future workers' compensation liability based on history and injury type. At June 30, 2001, the amount of the liability for workers' compensation claims totaled \$1,000,000.

The Town's IBNR claims for municipal insurance are not material at June 30, 2001, and therefore are not reported.

## **NOTE 10 - COMMITMENTS**

Under the terms of an agreement with the State Department of Environmental Management and Wheelabrator North Andover Incorporated (WNAI), the Town is unconditionally obligated to make certain payments for its portion of the costs of using a resource recovery plant based on its projected minimum tonnage of solid waste to be disposed of at the plant. The cost to the Town under the agreement was approximately \$2,930,000 in fiscal year 2001. The facility was financed by the issuance of bonds in the amount of approximately \$197,000,000. In the event of a facility failure, under circumstances in which the WNAI is not required or is unable to pay damages, the Town's indirect share of the bonds, based on the aggregate projected minimum disposal tonnage of all participating communities, would be approximately 12% of the total.

The Town has various commitments and obligations in connection with constructing, remodeling, reconstructing, and making extraordinary repairs to the Bishop, Hardy, and Bracket schools. The projects are estimated to cost \$22,910,000. As of June 30, 2001, approximately \$6,419,000 has been spent on these projects. The Town anticipates completing these projects in fiscal year 2002 and funding them through long-term borrowing. The Commonwealth has approved construction assistance of approximately 63% of the total cost of the projects, which will consist of annual reimbursements of principal and interest payments on the long-term debt associated with the project.

The Town has begun preparation of plans and specifications in connection with the designs for constructing, remodeling, and reconstructing the Dallin and Pierce schools. The Town anticipates actual construction to begin in fiscal year 2002. The total estimated cost of the project is \$17,000,000.



# FINANCIAL MANAGEMENT

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## NOTE 11 - CONTINGENCIES

The Town participates in a number of federal financial assistance programs. Although the Town grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2001, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

Various legal actions and claims are pending against the Town. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2001, cannot be ascertained, management believes any resulting liability should not materially affect the financial position of the Town at June 30, 2001.



## Administration

The mission of the Department of Human Services is both to provide a safety net for Arlington citizens who have trouble in their lives and need help with those difficulties and to promote the health and well being of Arlington citizens.

The Department of Human Services is comprised of the following divisions: Board of Health including Tobacco Control Program and Sealer of Weights and Measures; Council on Aging including Consumer Affairs and Transportation Program; Housing and Weatherization Program including Fair Housing Office and Affordable Housing Office; Recreation Division including Arlington Veterans' Memorial Sports Center and Reservoir Beach; Veterans' Services including Arlington Food Pantry and Arlington Assistance Program; Youth Services including Arlington Youth Consultation Center and Arlington Alcohol and Drug Education Program.

The Department of Human Services is comprised of the following boards and commissions: Board of Health, Board of Youth Services, Council on Aging, Disability Commission, Fair Housing Committee, Human Rights Commission, and Parks and Recreation Commission.

The Department of Human Services receives its funding from the following sources: Town of Arlington, Arlington Public Schools, Department of Education (MA), Department of Elder Affairs (MA), Department of Public Health (MA), Department of Mental Health (MA), Department of Veterans' Affairs (MA), Division of Medical Assistance (MA), Metropolitan District Commission (MA), Department of Housing and Urban Development (US), Lahey Hospital, Mt. Auburn Hospital, Sanborn Trust, Project Bread, private insurance carriers, private citizen donations, and client fees.

In 2001, the Department of Human Services maintained a very active role in networking with all the various agencies, committees, and players in Arlington to maintain a safety net for Arlington citizens. For example this networking last year involved coordination with St. Paul's Lutheran Church to provide support for the "lost boys of Sudan" who moved into the group residence at St. Paul's. The networking included collaboration with the Arlington Housing office to provide emergency monies to Arlington residents who were in danger of becoming homeless. The networking also included coordination with the state's fuel assistance program to facilitate access to fuel

money for Arlington residents. Indeed the goal of all this networking is to make assistance and services as available and accessible as possible to Arlington residents and to reduce the barriers to access help from this safety net.

The Department of Human Services is comprised of a corps of incredibly dedicated and committed employees and volunteers who do make life better for Arlington residents: its children, youth, adults, and elders.

## Whittemore-Robbins House

The Whittemore-Robbins House continues to establish itself as a "hidden gem" in the greater Boston network of function facilities. It has been called a "baby Lyman Estate" by many. It continues to be the site for many happy occasions; wedding receptions, birthday parties (for all the "decade" birthdays!), bar and bat mitzvah's, christenings, showers, and retirement parties. In 2001, the house became self-sufficient with the revenues covering all the expenses of the house, the utilities and maintenance costs, repairs, and basic upkeep.

In the fall of 2001 major structural problems in the Whittemore-Robbins Carriage House were discovered. Thanks to the Nathan Robbins Maintenance Trust Fund, the repairs to the carriage house were begun in late 2001 and this historic part of the Whittemore-Robbins House complex will be saved. The carriage house is know for the "turn-around" built into the floor of the building so that the Robbins' sister's vehicles could be turned around inside the structure and made ready for the next journey. Also discovered in the basement of the carriage house was an old pot-bellied coal furnace, the source of heat for the chauffeur who reportedly lived in the second floor of this building at one time.

## Arlington Youth Consultation Center

The Arlington Youth Consultation Center (AYCC) continued its therapy services to Arlington children, adolescents, parents, and grandparents in 2001. Approximately 400 people seek help from AYCC in a given year. People ask for help with a variety of family problems. These family problems are often conveyed through symptoms in their children, such as poor grades in school, peer difficulties, substance abuse, depression and suicidal ideation, or aggressive behavior. Having this community resource for these Arlington families is a wonderful service that AYCC provides.



In 2001, the need for a second support group for battered women surfaced. The first support group, First Step, had a full complement of women and continued to provide support and sustenance to those twelve women. A second group was formed at the end of 2001 and commenced with the new year. These groups provide weekly support for women who are leaving domestic violence. The groups empower women to find their own voice of strength.

In addition, in 2001 AYCC implemented its new collaboration with the Arlington Public School system, providing in-house counseling for three school programs, STEP and Reach-Up at the high school and The Learning Center at the Ottoson Middle School. The counseling component provided by AYCC helps the students access the educational program offered by these specialized programs. The collaboration has been a very successful and rewarding one.

Finally, AYCC prepared for its re-licensing audit from the Department of Public Health. AYCC is a licensed community mental health center and as such must maintain a license with the Department of Public Health. The process of being re-licensed is a very rigorous one with great attention to detail with clients' records and physical plant requirements being demanded. A license is necessary for contracting with insurance vendors.

All in all 2001 was a rewarding and productive year for both the staff and clients of AYCC.

## Board of Youth Services

The Board of Youth Services continued its service to Arlington in 2001, supervising the functions of the Arlington Youth Consultation Center and extending services to Arlington's youth and families. Members continued to support such noteworthy programs as CAPP (Child Assault Prevention Program), the



*Sand Tray Therapy*

Arlington Community of Caring, the Sudanese Refugee Program, the Martin Luther King Holiday Celebration, and the Arlington High School graduation party.

The board also oversees the Arlington Alcohol and Education Program. Included in this program are the Alcohol Awareness Peer Leadership Program, the SADD (Students Against Driving Drunk) Program, and the Safe Homes Program.

The first year of the new millennium seemed a good time for self-reflection and self-evaluation of the workings of Youth Services. In January of 2001, the board conducted a focus group with collaborating agencies in Arlington. The purpose of the focus group was to solicit feedback about the services of AYCC, the accessibility of those services, and the satisfaction level with the services. The results of the focus group were very encouraging and conveyed much satisfaction. Some helpful and important suggestions were also given, especially suggesting that AYCC communicate with new staff in the school system to ensure their awareness of these services for children with whom they are working.

In 2001, the board welcomed Jeannette Mills to membership.

## Alcohol and Drug Education Program

The year 2001 marked the twenty-fourth anniversary of the Town's Alcohol and Drug Education Program which provides a comprehensive substance prevention program for the schools. Under the lead of the Board of Youth Services, the program is considered a model in the state. The following programs were implemented during 2001 for students, parents, and the community.

### Student Programs

#### SADD (Students Against Driving Drunk)

With a membership of over 100 students, the AHS SADD Chapter is one of the largest, oldest, and most active in the state. Since the inception of the program eighteen years ago, AHS student surveys indicate a significant decrease in the number of students who drink and drive, and who ride with a driver who has been drinking.

AHS celebrated the eighteenth anniversary with the following prevention programs:



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- Prom Assemblies - In an effort to address the serious problem of underage drinking during the prom season, two assemblies were held just before the proms. The guest speakers were parents whose children had been killed by drunk drivers. The parents shared with the students the tragic details of the deaths, and the pain and suffering endured by the families.
- Prom Key Chains - The SADD members distributed key chains with the logos, *Students Against Driving Drunk* and *Friends Don't Let Friends Drive Drunk* to all prom goers.
- Prom Hotline - The program provides a safe ride home after junior and senior proms. Calls are confidential.
- Town Day - Students organized an information booth and sold SADD bumper stickers, buttons, and bookmarks.
- Car Wash - A fund raising event.
- Holiday Red Ribbon Safety Campaign - Students distributed 6,000 red ribbons throughout the community. Ribbons are tied to automobiles to promote safe and sober driving.
- Eighteenth Anniversary Celebration - A special assembly was held for all students in grades ten through twelve who heard a young speaker share the many years of problems he had experienced with his family, jobs, and the courts which involved drunk driving, due to his abuse of alcohol and other related drugs. He encouraged them to stay healthy and reach their dreams.

## Freedom from Chemical Dependency (FCD)

A four-day comprehensive alcohol and drug education program was presented for the seventeenth year to all freshmen at Arlington High School and all seventh graders at the Ottoson Middle School. Three instructors from FCD, all recovering alcoholics or former drug users, openly discussed substance abuse issues with students in a comfortable setting. In recent years, necessary funding to afford FCD services came from Symmes Hospital. With the closing of Symmes, Lahey Clinic stepped in and generously allocated \$10,000 to support the program, stating "the program is really preventative medicine for the future." The Winchester Hospital Foundation defrayed the balance of \$1,000.

## Alateen

The Alateen meeting in Arlington celebrated its fourth year of having provided a support group for teenagers, including age twelve, whose personal lives are or have been affected by close contact with a parent, relative, or friend who has a drinking problem. On any given Sunday evening, between fourteen and sixteen teenagers meet from 7:00 p.m. to 8:00 p.m. at the Fox Library and Community Center to learn the importance of shifting their attention from preoccupation with the alcoholic's behavior to a heightened awareness of their own identity and self-improvement. Four Al-Anon sponsors oversee the program.

## Alcohol Awareness Peer Leadership Program

For the twenty-fourth year, school educators recognized that peer education is an exciting, productive, and cost-effective way to teach young people. The Alcohol Awareness Peer Leadership Program trained seventy juniors and seniors for fourteen weeks to lead four discussion classes with approximately 370 fifth graders. Peer leader training session topics included alcohol and other drugs, family alcoholism, building self-esteem, decision-making skills, peer and media pressure, and personal attitudes towards alcohol use and abuse.

## Teen Depression Program

The results of the Youth Risk Behavior Survey that was taken by students in grades nine through twelve at the high school indicated that an alarming number of students are dealing with stress and depression. In addition, students have been expressing concern for their friends who are experiencing these problems. An ongoing committee of students and faculty is beginning a new program, SOS (Students Offering Support) at the high school. Fifteen to twenty students will be trained by a mental health professional on how to listen, support, and make referrals when appropriate.

## Parent Programs

- The Arlington Safe Homes Program is comprised of Arlington High School and Ottoson Middle School parents who share a concern about the use of alcohol and other drugs by teenagers in the town. Since the program's inception in 1991, approximately twenty percent of parents have signed an agreement to provide responsible supervision at parties in their



homes, and not to allow alcohol and other drugs to be used.

- Eighty-five students and parents/guardians attended the twenty-second Annual Alcohol and Drug Awareness Program in November. To help strengthen communication and respect differences between the two generations, the audience participated in an exercise that gives parents and students the opportunity to give each other messages with a degree of anonymity. Separated into three groups, participants were encouraged to be candid and forth coming when creating eight to ten messages that they wanted the other groups to hear and respond to. Response to the exercise was overwhelmingly positive with students expressing a need to be trusted more by their parents.
- Recognizing the need for parents to become more informed and educated, two issues of the *AHS Parent Newsletter-Prevention Information for Parents* are published each year. Each issue devotes several pages to prevention programs being implemented at the high school, grants received for funding health-related issues, community programs for parents, and tips on successful parenting. The newsletter is distributed to all AHS parents, teachers, administrators, town officials, local clergy, and town meeting members.

## Council on Aging

The mission of the Council on Aging is to provide advocacy and support services to help Arlington elders live dignified and independent lives.

The Council on Aging (COA) has had a very busy year in 2001. The COA Board of Directors saw a thirty percent turnover in its membership this year, the new members bringing welcome skills, talent, and enthusiasm to the board's demonstrated leadership role. The newcomers have, in short order, shown that they are up to the task of helping to ensure adequate public knowledge and support of Council on Aging programs and activities.

A particularly difficult loss was the passing of Harry Barber, a long-time member of the COA Board, the originator, and host of the *Golden Opportunities* cable television series, and active member of many boards and commissions around town. In September, the Harry Barber Social Room in the Senior Center was dedicated by the Board of Selectmen, in recognition of

Harry's three decades of service to all Arlingtonians, especially the senior citizens.

In addition to the agency's own programs and services, the COA is mandated to provide local assistance to seniors with state programs such as SHINE (Serving Health Information Needs of the elderly) and the new Senior Circuit Breaker Credit program. Adding to the local responsibility was the discontinuance of some state programs and the creation of more comprehensive programs to replace the older ones. The Senior Pharmacy and Senior Pharmacy Plus Programs were terminated in April and in September respectively, giving way to the new Prescription Advantage Plan begun in September. This has kept the COA staff quite busy explaining these programs, assisting with applications, and helping with problems, since state funding to Councils on Aging (used for some salaries) remains the same for the third year in a row.

## Health and Wellness Services

A major change in staffing occurred with the June retirement of the staff Geriatric Nurse Specialist, Jacqueline Keshian. A new staff nurse was hired and began in this position in October. In the interim, other COA staff ensured service delivery in critical areas such as monitoring of the frail and homebound elderly. The specialized programs and services developed over the years remain the core of the Health and Wellness programs, and are evaluated in the light of the changing needs of Arlington's senior population. Collaboration with the University of Massachusetts/Boston School of Nursing continues with the supervised student interns monitoring frail homebound elders each week. Health education and screening programs included educational presentations by guest specialists and speakers, clinical screening and monitoring, regularly scheduled blood pressure, podiatry and dental clinics, flu and pneumonia clinics, depression screening, and therapeutic massage.

## Social Services

Intake and referral services, in-home evaluations, case management services, and specialized support groups to seniors and their family members are provided by the Council on Aging social services staff. The COA also serves as a field-training site for a social work intern from the Simmons College School of Social Work during the year.

In the absence of a COA staff nurse, the social services team efficiently assumed



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responsibility for all monitoring and service delivery to our frail and homebound clients.

## Transportation Services

Reasonable and convenient access to the community, particularly for medical appointments, remains one of the most strongly defined needs of Arlington seniors. To address this need, a subsidized taxi program and the Council's wheelchair-lift vans are in daily use Monday through Friday. Many seniors are served for their transportation needs both in and outside Arlington, primarily for medical appointments.

This year the Dial-a-Ride specifications were critically reviewed and updated as the bid process began. A limited out-of-town medical appointment component was added. The board's transportation committee is very involved in the process of specifying and monitoring the delivery of services.



*Donald Boudreau, Council on Aging van driver, with the Council's new wheelchair-lift van*

## Volunteer Programs

The many volunteers who donate their time and talents continue to give in excess of 5,500 hours of service throughout the year. Many COA programs, such as the Telephone Reassurance Program, Friendly Visitor Program, Income Tax Aide, Tax Abatement Assistant, Medical Escorts, Health Benefits Counselor (SHINE), and Clerical Assistant are staffed solely by volunteers, as is the COA's nine-member Board of Directors. Without the time and talents of these generous people, such services would not exist. To acknowledge their continuing efforts for Arlington's seniors, volunteers are recognized and honored at an Annual Volunteer Luncheon at the Senior Center.

## Community Support

Gifts and donations to the Council on Aging continue to be an important source of program income. Some critical programs rely

solely upon the generosity of individual and corporate community benefactors. For example, COA Subsidy Funds subsidize the cost of Lifeline monitoring, or the cost of medical transportation, including multiple-trip transport for cancer treatments.

- The Medical Appointment Subsidy Funds support costs for out-of-town medical transportation for qualified Arlington elders.
- The Lifeline Subsidy Program supports clients in need through this potentially lifesaving program. Due to the continuing need for Lifeline monitoring, the annual expenditures go up as we add new clients while continuing to subsidize current clients each year.
- The Sanborn Fund subsidizes multiple-trip transportation costs for cancer treatments. The cost of out-of-town transportation several times a week for several weeks can easily be prohibitive for an individual.

## Highlights of 2001

- The Council on Aging, in conjunction with the Arlington Seniors Association, conducted a survey of seniors' needs in Arlington. The results were presented to the respective boards for consideration.
- The repair/renovation of the entrance to the building.
- A grant from the Memorial Church, Harvard University, funded the printing of a second (updated) edition of the Senior Services Directory.
- The COA local cable television program, *Golden Opportunities*, received the 2001 SAMMY award as an Outstanding Public Service Series.
- The COA Director was one of the first eleven in the state to receive Certification as a Senior Center/Council on Aging Director through the Massachusetts Councils on Aging and Senior Center Directors Association (MCOA) in their 2001 pilot program.
- The COA's goal for 2001 was realized, as the board's subcommittee to review transportation programs was instrumental in drafting updated specifications for this year's Dial-a-Ride Program. Included for the first



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time is a limited-use out-of-town component for medical trips.

- In May, COA van drivers were recertified in wheelchair securement, basic first aid/CPR, defensive driving, and sensitivity training.
- Our new nine-passenger lift-equipped van was delivered in the fall. The cost was supported by a grant from the Executive Office of Transportation and Construction, and the Council on Aging Transportation Program funded the remaining twenty percent.
- The Sanborn Foundation for the Treatment and Cure of Cancer made a generous contribution to the COA scholarship fund for cancer-related transportation.
- The Council on Aging staff designed a



COA refrigerator magnet as an outreach aid. These were distributed free of charge to keep the COA name and phone number easily accessible for all who may be seeking assistance of any kind. They were introduced during Town Day.

- The Arlington Lodge of Elks, the Theosophical Society in Boston (housed in Arlington), the Retired Men's Club of Arlington, and the Park Avenue Nursing and Rehabilitation Center each graciously made significant donations to the COA's subsidy funds.
- The Council again offered to share its office space with Community Teamwork for their Fuel Assistance Program. This location allows Arlingtonians convenient access for this service.

## Goals for 2002

Goals for 2002 are to:

- Monitor and evaluate for long-term use the Transportation Program's new out-of-town component

- Critically assess and update all Health and Wellness Programs
- To further define, and engage in, the process for developing a strategic plan for this agency's future.

## Fair Housing

The Fair Housing Advisory Committee is appointed by the Board of Selectmen to promote and implement fair housing in Arlington. The committee provides information and services regarding housing discrimination and other housing related issues to current and prospective residents, as well as realtors and landlords.

In 2001, efforts were focused in a couple of areas. The committee discussed at length a fair and affirmative marketing policy for the town's growing stock of affordable housing. This policy recommended advertising and marketing the town's affordable units within Arlington, but also to minority organizations outside the town.

The committee also worked with the Diversity Task Group of the Vision 2020 Standing Committee on a community forum entitled *Diversity in Arlington: Who are we as a community today?* The forum featured Arlington residents with diverse backgrounds, including two high school students talking about their experiences in Arlington. Judge Marjory German, a 20 year Arlington resident of African American descent, moderated the forum. About seventy-five people attended that forum at the Library on October 10. There was a lively discussion on making Arlington a comfortable environment for minorities.

The Annual Census Survey of the Town of Arlington, administered by the Vision 2020 Standing Committee, included a question on housing discrimination. Eighty-eight people reported that they had experienced discrimination in Arlington. Of those respondents, just over half reported that they were discriminated against because of having children, sometimes due to the presence of lead paint. Seven people responded that they had experienced discrimination due to racial or ethnic prejudice.

The Fair Housing Advisory Committee will continue to work closely with the Affordable Housing Task Force, to increase affordable housing opportunities in Town, and the Diversity Task Group, to make Arlington a friendly place for minorities to live.



## Affordable Housing Task Force

The Affordable Housing Task Force (AHTF) was established by unanimous vote of Town Meeting on May 3, 1999. The purpose was to quantify the need for affordable housing in Arlington and find solutions that work here. An important part of the task force's work is to help the Town move closer to fulfilling the statewide goal that ten percent of the units in all municipalities be affordable to low and moderate income households.

Sharp increases in home prices and rents have hurt many Arlington residents, causing serious concern within the town. The Vision 2020 standing committee has attempted to track this concern. In the year 2000 Vision 2020 census survey, half of all respondents listed affordable housing as their top priority. In a follow-up survey done in 2001, 59% of respondents said they thought there was a housing crisis in Arlington. Of those, two-thirds or 66% were concerned about their own ability to continue to rent or own in Arlington, and another 10% were concerned about their neighbors, family, and friends. Other reasons cited for calling it a crisis were concern about the high taxes associated with high values (11%) and concern about the changing character of the town, and maintaining diversity (10%). The Affordable Housing Task Force is addressing these concerns by seeking solutions that work for Arlington.

The task force started the year with three successful proposals to Town Meeting. The first was an Affordable Housing Zoning Amendment requiring that in all new residential developments with more than five units, 15% are affordable to low and moderate income households. This measure was passed overwhelmingly by Town Meeting and will help the town gain ground on the goal of 10% affordability.

Town Meeting also adopted an official policy in support of affordable housing, as follows:

- That it is the official policy of the Town of Arlington to support aggressive efforts to increase the number of affordable housing units, consistent with the Town's Zoning Bylaws, the Town's Open Space Plan, and good planning practices;
- That the Town shall make affordable housing a high priority in allocation of its federal CDBG dollars;
- That the Town shall devise means to encourage retention of affordability in

existing housing, including but not limited to rental units in two family houses, existing apartment buildings and condominiums, and HUD project based section 8 rental units;

- That the Town shall encourage wherever possible the redevelopment of existing, already developed sites for affordable housing;
- That the Town shall encourage the provision of housing for households of all incomes, ages and sizes, consistent with fair housing laws and guidelines.

Lastly, Town Meeting supported a resolution to transfer a residential property owned by the Redevelopment Board as the result of the Reed's Brook project for use as affordable housing. A plan is currently being developed to move and renovate that property. It will be sold to a low or moderate income first-time homebuyer during 2002.

The task force worked closely with the non-profit Housing Corporation of Arlington on establishing two new programs. The Homelessness Prevention Program provides emergency assistance to low income Arlington residents at risk of losing their home, or in need of assistance to move into a new home. This program is funded entirely by private donations. During 2001, just over \$50,000 was collected in donations, and twenty-three families were assisted using these funds. More than half of those helped were long-time Arlington residents, having lived in the Town for more than twenty years.

The Affordable Housing Task Force has also worked with the Housing Corporation of Arlington to encourage the purchase of two-family houses, for affordable rental housing. Eight new affordable rental units were created in 2001 through this program. The purchases were funded with a first mortgage from Cambridge Savings Bank, and subsidized by federal CDBG and HOME funds.

Slowly but surely, the Affordable Housing Task Force is making progress toward the goal of ten percent affordability, and at helping Arlington's lower income residents find safe, stable, and affordable housing.

## Arlington Human Rights Commission

The Arlington Human Rights Commission (AHRC) was created by Town Meeting in 1993 to advance issues related to the fair and equal treatment of individuals and to create a



mechanism for addressing complaints arising out of these issues. The Town Manager, School Committee, and Board of Selectmen have appointing authority for thirteen members of the commission.

The mission of the AHRC is to work individually and collaboratively with other groups in our community to celebrate the ever-changing tapestry of our town, and to emphasize, through educational outreach, the danger of intolerance at every level.

The commission began the year by re-electing Sheri Baron as chairperson. William Shea was elected to serve as vice chair. Mary Ann Sullivan serves as staff assistant.

The commission continued its *Arlington Dialogue* series this year by hosting three events. A panel of local department heads and experts discussed affirmative action in Arlington. Racial profiling was addressed in a dialogue led by a member of the Anti-Defamation League, and Nan Stein, a Wellesley educator, led a discussion focused on bullying and harassment among school-aged students.

In an effort to increase visibility and awareness, the commission once again staffed a booth at Town Day in September, distributing informational brochures and answering questions. This year the commission raffled gift certificates to over a dozen restaurants in town. Proceeds of the raffle will help sponsor faculty attendance at the *Facing History and Ourselves* workshop sponsored by the Anti-Defamation League. The commission also contributed to the Sudanese Lost Boys Project.

In early September, parts of the community were targeted with hate leaflets. The commission quickly responded by planning a candlelight rally to stand up against hate. On September 11, the world was horrified by the attacks in New York and Washington. The rally served as a place for citizens to come together for an evening to express the community's collective sadness and affirm Arlington's commitment to tolerance, understanding, and equal treatment for all individuals. Over 2,500 people attended.

In November, the commission hosted a second *Evening with the Author*, a program created by commissioner Marlissa Brigggett. The community was honored to welcome Henry Lewis Gates, Jr., who read from his memoir, *Colored People*.

In response to the Boy Scouts of America's policy to ban homosexuals from positions of leadership, the commission made a presentation to the School Committee requesting

that the town end its chartering agreement with two local scout troops.

The commission continues to maintain records of hate crimes and incidents and work in cooperation with the Police Department in order to track the frequency and severity of such events in Arlington. Very few incidents were reported in 2001.

During the year, several complaints were filed with the commission, and teams of investigators worked to resolve the matters.

As the Arlington Human Rights Commission enters its ninth year and the diversity of our community expands, our goal remains constant. The commission will continue to focus its efforts on keeping Arlington a safe, welcoming community where all individuals are treated with warmth, mutual respect, and acceptance.

### Commission on Disability

In its eighth year of service, the Arlington Commission on Disability has continued to work closely with Arlington officials, residents, public and private agencies, and others to insure that people with physical, sensory, cognitive, and other disabilities have equal access to Town facilities, services, and programs. The commission consists of nine commissioners, all volunteers. As mandated by state law, the majority of commissioners have a physical, cognitive, or sensory disability. One of the commissioners lives with, and cares for, a family member with a disability. One member of the commission is an appointed official of Arlington and one member is a provider of services to persons with disabilities. This mandate brings an intimate and informed understanding of disabilities to the commission's agenda and ultimate decisions.

Coordination and implementation of the commission's agenda and goals continues to be handled by Jack Jones of the Arlington Office of Housing and Disability Programs. Cooperation between the commission and this office is effective and efficient. The commission continues to occupy office and meeting space in the Senior Center building at 20 Academy Street.

In 2001, the commission continued to focus on, and monitor, a number of ongoing, important access issues. The commission continues to work with the School Department regarding access issues, both in existing school facilities and in schools slated to be renovated or rebuilt. The commission also continued to work with local business to remove architectural



barriers that would deny individuals with disabilities equality of opportunity, full participation, and economic self-sufficiency. Educating the community, in general, regarding disabilities is an ongoing agenda item of the commission. During 2001, the commission, in cooperation with the Arlington Police Department and Arlington Fire Department, conducted a town-wide voluntary survey of individuals with disabilities for use by the Community Safety Dispatchers in dispatching emergency services. The type of disability indicated by each resident that participated in the survey will appear on the dispatchers display when a 911 call originates from that residence. This provides useful information to the responding public safety department. The commission also published its third annual newsletter in order to provide information about projects of the commission and disability laws. The commission participated in Town Day for the purpose of acquainting the public with its role, and disseminating information about the Americans with Disabilities Act and accessible Town programs and facilities. Coordination and sharing of information and ideas between the Arlington Commission on Disability and commissions from neighboring cities and towns is ongoing. Resolution of citizens concerns and complaints are managed, as needed, by the Arlington Disability Office in concert with the commission. Follow-up is done through the Disability Office using available municipal offices and information.

The 2002 agenda for the commission will continue to revolve around the very clear parameters of the American with Disabilities Act, with special attention being paid to improving the accessibility of Arlington walkways and Town owned buildings. The commission will host a conference on curb ramp training in conjunction with the Massachusetts Office on Disability, and the Massachusetts Architectural Access Board. The commission will continue to monitor progress being made by the Arlington School Department regarding school facilities and school programs.

Arlington residents interested in serving on the commission should notify the Town Manager in writing of their interest. The commission meets on the third Wednesday of each month at 4:00 P.M. in the conference room of the Housing and Disability Program Office located at 20 Academy St., Arlington (the Senior Center Building). Meetings are open to the public and citizens are invited to attend in order to observe or voice their concerns.

## Board of Health

The Office of the Board of Health is located at 175 Massachusetts Avenue in the Fox Community Center. There, an array of health-related brochures and information can be found on topics such as nutrition, the dangers of tobacco, infectious disease, and many others. Each month, a different health issue is featured in an exhibit displayed in conjunction with the Fox Library.

The mission of the Board of Health is to protect the public health while promoting a healthy community. To accomplish this mission, complaints of unhealthy conditions are investigated in areas such as rental property, septic systems, dumpsters, lead paint, and other environmental concerns. Routine inspections are conducted regularly at each food establishment, tobacco retailer, public and semi-public pool, bathing beach, massage therapy establishment, and tanning establishment. Annual permits are issued to food establishments, haulers of waste, massage therapists, massage therapy establishments, public and semi-public pools, recreational camps for children, tanning establishments, tobacco vendors, and funeral directors. In addition, permits are issued as needed for seasonal food establishments, temporary food establishments, and burials.



*The Public Health Nurse administers a flu shot during this year's influenza vaccine clinic*

To protect the community against the spread of contagious illnesses, a rigorous communicable disease tracking system is in place. When a resident is diagnosed with a communicable disease such as Salmonellosis or Tuberculosis, the public health nurse conducts an investigation to determine if further control measures, such as contact testing, are needed. Illnesses are then recorded and reviewed to identify and respond to any trends of concern. Efforts for disease prevention include



immunization clinics such as influenza vaccine clinics in the fall and rabies vaccine clinics in the spring.

In addition, childhood vaccines are provided to pediatric health care providers free of charge through the Vaccines for Children Program. That way, all children will have access to the necessary vaccines regardless of ability to pay.

Through a grant from the Massachusetts Tobacco Control Program, the Arlington Tobacco Control Program enforces regulations, offers assistance in quitting smoking, and serves as an educational resource on tobacco issues. Since 1995, Arlington has been a smoke-free community prohibiting smoking from all public places, including food establishments and doorways of medical facilities. To help smokers become non-smokers, cessation programs and tobacco treatment programs are offered to residents free of charge. A priority of this program is protecting youth from access to tobacco products. During compliance checks in 2001, 87% of tobacco retailers refused to sell tobacco products to minors. If a retailer is caught selling tobacco to a minor, sales permits can be suspended or revoked. Working closely with health educators, the Arlington Tobacco Control Program supports educational efforts in the school system and hosts events such as Kick Butts Day, World No Tobacco Day, and the Great American Smokeout.

To ensure compliance with the Consumer and Merchant Protection Act, the Sealer of Weights and Measures conducts inspections of all scales, scanners, and dispensing equipment. This includes retail stores, gas stations, oil trucks, and food establishments. The Sealer responds to all consumer complaints to ensure fairness and accuracy.

The three-member Board of Health meets regularly on a monthly basis, and more frequently as needed. During meetings, community health issues are addressed including public hearings and policy review. In 2001, several meetings were held to develop and adopt *Town of Arlington Rules and Regulations for Body Art Establishments and Practitioners*. The regulations were implemented in response to the Commonwealth of Massachusetts' lifting a ban on tattooing within the state and requesting local health departments to oversee the practices.

In the future, the Arlington Board of Health will continue to protect the public health and strive to improve overall community wellness.

## Veterans' Services

The Veterans' Services division functions as a liaison with all federal, state, and local government agencies providing help to veterans and their dependents. This help provides cash assistance to veterans if they are unable to financially provide for themselves and their families. The office also is required to provide health benefits to veterans. The office acts as a conduit to other government agencies that support veterans, such as VA Hospitals and the Veterans Administration itself. The caseload this past year was about twenty-three veterans.

The Veterans' Services office in Arlington is responsible for the various celebrations that honor the service of veterans, such as Veterans' Day Parade and the Memorial Day Parade. The office also ensures that all graves of veterans are decorated for Memorial Day. More than 4,000 graves are decorated at Mount Pleasant and St. Paul cemeteries.

In the aftermath of the events of September 2001, and the ensuing Afghan War, providing for our veterans has a special significance.

## Recreation Division

In 2001, Arlington Recreation offered a multitude of safe, quality programs and facilities for all residents of the Town of Arlington.

An improvement to facilities continues to be a priority. The Sports Center staff repainted the bleachers, upgraded the player's benches with water bottle holders, and added a new freezer in the concession stand and rubber mats in the walk area. A new committee was formed, the Arlington Sports Center Improvement Committee, to address heating solutions in the ice rink area and look at other improvements to the Sports Center. The recommendations of the committee can now be funded with new State funds acquired by Senator Haven for improvements to the Sports Center.

The development of programs and services remains a focal point. With much success, the Sports Center staff operated the concession stand, skate rentals, and skate sharpening.

The spray pool at Lussiano Park and the Arlington Reservoir Beach continued to delight residents and non-residents during the summer season.

As the popularity of our activities grows, so does the demand for facilities and additional



staff. Participation in a variety of youth sport programs has increased resulting in more offerings throughout the year. Skating is still one of our most popular activities with ice time at a premium during peak season.

The staff of Arlington Recreation works professionally with residents to meet their changing recreational needs. New programs in 2001 included: Kempo Karate, science workshops, a volleyball clinic, Summer Discovery Program, *Just for Two's* toddler program, adult tennis, coeducational softball league, day and overnight trips, track meets, a triathlon, and additional soccer clinics to meet the high numbers of youths interested in soccer. Many traditional programs were also modified to meet the increasing demand and changing needs of program participants.

Arlington Recreation provides excellent customer service by offering several ways to register for programs. Walk-in, mail-in, and on-line registrations (with help from web master Bob Sprague) allow residents and non-residents to sign up for all our programs. We will continue to assess our means of marketing programs in our brochures and flyers.

Arlington Recreation collaborates with other town organizations and recreation centers in Arlington to offer town-wide special events. Such events include Town Day, Memorial Day Road Race, Arlington Celebrates, and the Winter Carnival.

Limited outdoor recreational facilities and playing fields continue to be an important issue facing Arlington Recreation. Arlington Recreation continues to work with both high schools and the many youth sport associations to adopt policies and procedures to assist in the scheduling and maintenance of our playing fields.

In 2002 the Arlington Recreation will continue to offer residents quality recreational programming. It is the goal of Arlington Recreation to increase program offerings every season. Arlington Recreation will also continue to work with users of the Arlington Sports Center and town outdoor playing fields to address the increasing needs of the community.

## **Park and Recreation Commission**

In 2001, the Park and Recreation Commission worked closely with the Superintendent of Recreation and various town organizations to improve recreation facilities and develop policies that address the increased demand for the use of Arlington's fields and open

space. The commission continued the task of improving the town's parks, playgrounds, and open spaces as outlined in the Ten Year Capital Improvement Plan. The commission also developed new policies to address the increased demand and use of open space in the town.

In the fall of 2001, the commission welcomed Jonathan Jalbert as the new Superintendent of Recreation. Jon replaced Joe Connelly accepted the position of Recreation Director for the Town of Winchester.

## **Field Permit Policy**

Due to the growing demands on playing fields, the Park and Recreation Commission developed and implemented a field permit policy to assist in the scheduling and permitting of Town of Arlington fields and outdoor spaces. The policy was drafted the Superintendent of Recreation, with input from the commission and user groups. The policy establishes priorities for field use and a schedule of fees. The fees will be used to cover administrative costs, improve facilities, and help defray the cost of recreation programs.

## **Maintenance**

Maintaining the town's parks and playgrounds continues to be one of the major tasks facing the Park and Recreation Commission and the Department of Public Works (DPW). The number of organizations and teams that use the town open space facilities continues to grow and has resulted in the deterioration of some of the newly renovated fields. The current renovation of Thorndike Field will place additional stress on the remaining playing fields in the spring of 2002. The commission with the assistance of the Superintendent of Recreation and the field permit policy will make every effort to accommodate the needs of the organizations while balancing the use of field resources. The DPW has contracted with an outside specialist in field maintenance to provide scheduled seeding, aeration, fertilizer, and weed control. Until additional fields are available at Reeds Brook or other locations and the existing fields are allowed to rest, the ability of the town to maintain the fields in good condition will be a challenge for users, the commission, and the DPW.

## **Capital Improvements**

The process of identifying and implementing capital improvements to open space areas under the jurisdiction of the Park



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and Recreation Commission involves establishing a priority of need, application for and approval of funding, coordination with open space advocates and user groups, development of plans and specifications by qualified consultants, selection of contractors through the public bid process, and construction of the projects. The time this process takes varies depending on the availability of funds and complexity of the project.

The following is a summary of the sites that are currently in the process of planning, design, and construction.

**Robbins Farm** - Robbins Farm is one of Arlington's most visible and active recreation areas. The site includes a large playground and picnic area, tennis courts, a basketball court, baseball and soccer fields, and open space areas for sledding and walking with dramatic views of the Boston skyline. Many of the facilities at Robbins Farm are in need of renovation and replacement. The commission has been working closely with the Friends of Robbins Farm to develop a master plan for the entire site. Concept master plans were prepared by students from the Radcliff Seminar and Leonard Design Associates. In December of 2001, the commission selected Carol R. Johnson Associates as the landscape architect to update the master plan and prepare final design for phase one of the project. Town Meeting authorized \$300,000 for the design and construction of phase one. An additional \$23,000 of CDBG funds was dedicated to the project for handicap accessibility. It is anticipated that the phase one improvements will focus on the playground and fields. Construction is scheduled for the fall of 2002.

**Spy Pond Park** - In 1999 the Park and Recreation Commission engaged Pat Loheed, a landscape architect, to prepare a feasibility study for renovations and improvements to Spy Pond Park. The park has experienced increased use because of the playground and parking lot improvements and the increased access provided by the Minuteman Bike Path. The feasibility study was completed in October 1999 and resulted in recommendations for improvements to the shoreline, park, and storm-water runoff. In 2001, the town appropriated \$75,000 for the planning, design, and permitting of the phase one improvements to Spy Pond Park. In December, Carol R. Johnson was selected as the landscape architect to update the master plan and prepare final design of the phase one improvements. The planning and design will be coordinated with the Friends of Spy Pond Park

and the future planning for water quality improvements to Spy Pond. The commission has requested that the Capital Planning Committee endorse funds for construction that will be subject to approval by Town Meeting in 2002.

**Hills Hill** - In 1999, the Arlington Soccer Club approached the commission and offered to pay for the renovations to Hills Hill field. Hills Hill field was created and developed with assistance from the Department of Public Works in 1992. The field was an expansion of the open space adjacent to the Buck Little League Field and is suitable for soccer and field sports. Field use was limited due to storm water runoff from Summer Street and lack of irrigation. The commission assisted the Arlington Soccer Club with the preparation of plans and bid documents resulting in the installation of drainage improvements and the installation of an underground irrigation system and a new turf field. The project was completed in the spring of 2001.

**Parallel Playground** - Plans were prepared by Leonard Design Associates for the renovation of Parallel Playground. Proposed improvements include new play equipment, paths, benches, and landscaping. The bids that were received in 2000 exceeded the available funds and the project was modified and re-bid in the spring of 2001. Construction was completed in the fall of 2001.

**Thorndike Field** - Funds were allocated at the 2000 Annual Town Meeting for the renovation of Thorndike Field. A design contract was awarded and plans prepared for the project. The renovation was substantially completed in the fall of 2001 and includes the reconstruction of the soil, new irrigation system, grading, drainage, and turf to create a first class soccer facility. The soccer and field complex will include two full size soccer fields and three practice fields. The fields will be out of use this spring to allow the turf to be fully established and will be open for use in the fall 2002.

**Crosby Playground** - In 2000 and 2001 the town allocated a total of \$200,000 from CDBG funds for the design and renovation of Crosby Playground. Final plans were prepared by Leonard Design, landscape architect, and the project was bid in January 2002. Bids were received from fifteen contractors in February 2002. The low bid and several alternates were accepted by the town and construction will begin in the spring of 2002. Improvements include a renovated and enlarged play area, removal of unnecessary and unsightly fencing, new seating and picnic tables, relocation of the basketball



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court and tennis practice area, the renovation of the open playing field including irrigation and new sod, new paths, and landscaping.

**Summer Street Field** - Town Meeting allocated \$105,000 for the renovation of Summer Street Field in 2001. Plans were prepared by Leonard Design, landscape architect, in the fall of 2001 and coordinated with the proposed improvements to Summer Street and the Arlington Babe Ruth organization. Proposed improvements include the renovation of the infield and outfield including irrigation. The field is used for baseball and field hockey. The Babe Ruth organization has offered to pay for improvements to the backstop and perimeter fencing. The project will be bid in the spring 2002 and construction is will be completed in the fall of 2002.

**Peirce School Playground** - The commission worked closely with the Pierce School neighborhood and the architects for the Pierce School rebuilding to design a new play area near the site of the existing playground and paved play area. Approximately \$150,000 in CDBG funds will be allocated for the project. Improvements include new play structures, a paved play area for basketball and informal games, a science and garden area, fitness workstations, new paths, landscaping, and restoration of perimeter fencing and walls. The project is due to be completed in the spring of 2003.

**Cutter Playground** - In the spring of 2001, representatives of Saturn of Medford offered to donate \$25,000 of new playground equipment for Cutter Playground in memory of Nicole Reinhart, a two-time US national track bicycle champion, who crashed into a tree and died in a tragic accident about one mile from the finish of the BMC Tour of Arlington bike race. Nicole was a member of Team Saturn and in position to win

a \$250,000 prize for having won all four races that summer. The commission worked with Saturn, the neighborhood residents, Leonard Design, and the DPW to prepare a plan and coordinate a volunteer community construction effort to install the new equipment in time for the dedication prior to the 2001 BMC Tour of Arlington race.

**Hills Pond** - In the spring of 2000, Hills Pond in Menotomy Rocks Park was covered with milfoil, an invasive plant. In response to the problem, the Friends of Menotomy Rocks Park engaged the services of Aquatic Control Technology Inc. to investigate the conditions and develop a solution. In 2001, the commission submitted the recommended weed control procedures to the Conservation Commission for approval. The treatment was made in the spring of 2001 and resulted in a significant reduction of milfoil and improvement in water clarity.

### Ten Year Capital Plan

The Park and Recreation Commission has developed a Ten Year Capital Plan for upgrades and improvements to the recreation and open space areas that are under the jurisdiction of the commission. The program is more than fifty percent complete, however a number of the remaining projects are expensive and complicated. Robbins Farm, Spy Pond, Menotomy Rocks Park, Buzzell Field, and others will require significant funds to address the problems and potential of these sites. To avoid phasing of the work over many years, the commission will be seeking an increased level of funding that is greater than the amounts that have been traditionally approved by Town Meeting. Alternative sources of funding will be also be explored.





## Library Director and Board of Trustees

The Robbins Library experienced another successful year of high circulation of library materials, enthusiasm with library programs, and constant use of library computers. The library can take pride in three significant public relations projects undertaken in 2001. The library won Third Place for Newsletter Design in the Massachusetts Library Association Public Relations Awards Contest. The library unveiled its new logo to replace the open book, which had been used for over twenty-five years. The basis of the logo design was two of the building's finest features: the Palladian windows and the grand arches of the interior. The trustees felt it especially appropriate to use arches and the windows since the town is so proud of the architecture of the building and the beauty of the restored Reading Room. Also, the use of windows has traditionally symbolized a library's role as a window to the world of knowledge. Library staff also worked for months with web developers to create a web page for the library. The new web page was financed by the Friends of the Library and completed at the end of December. The new website will connect the public with information on library services and collections, the Minuteman Library Network catalog, and much more. Visit the library at [www.robbinslibrary.org](http://www.robbinslibrary.org).

## Services for Adults and Young Adults

Adults and young adults in middle school and high school utilized both traditional and computerized library services to assist them in their school, work, and personal lives. Professional librarians in the Adult Services Department were available at the Reference Desk to guide people in locating information and materials available through online databases and in the library's vast collection of reference and circulating books, periodicals, compact discs, books on tape, audiocassettes, and videocassettes. This year, with a donation from the Friends of the Library, Digital Video Discs were introduced in response to requests from the

public and were overwhelmingly received. The library's participation in the Minuteman Library Network and the Metrowest Regional Library System provided access to thirty online databases on the subjects of biography, genealogy, authors, literary criticism, international business, national newspapers, general reference, health, and art. The popular catalog and Internet classes for the public were expanded to include instruction on use of these online databases.

As in previous years, book and audiovisual displays were created to promote the public's awareness of the resources available to them. The popular Chinese book collection was expanded and books in the Bengali language were donated to the library. Several local history projects were undertaken with the microfilming of the papers of sculptor Cyrus Dallin, as well as the Arlington High School yearbooks and literary magazine and local history photographs. This project, funded through a grant from the Massachusetts Board of Library Commissioners, will help to preserve these important resources for future generations. Residents enjoyed several exhibits of the Robbins Print Collection in the rotunda and Conference Room. This was the second year that the summer reading program for adults was offered with raffle prizes donated by the Friends of the Library. The public continued to utilize online services with an increase in the number of interlibrary loan requests placed online as well as accessing personal account information and receipt of reserve notification by e-mail. The *Virtual Catalog*, implemented with state funds through the Massachusetts Board of Library Commissioners, increased the public's ability to locate materials at libraries not belonging to the Minuteman Library Network. Since the videocassette collection has grown significantly in recent years, the library was able to begin allowing patrons to reserve feature films, a service that is greatly appreciated.

The library was pleased that 115 organizations used the Community Room and Conference Room 842 times. The two study rooms were in constant use by students, tutors, and those using word processing and spreadsheets. Community organizations produced monthly displays in the lobby to publicize their services and provide information on various topics.

Young Adults continued to enthusiastically use the resources of the library for assistance with homework assignments, leisure pursuits, and personal information.



Tours and instruction for classes were also provided by library staff. The Young Adult area is frequently decorated with artwork provided by students and houses a separate young adult book and audiovisual collection geared to the interests of that age group. Graphics produced by Arlington High School students are used in all materials produced by the Young Adult section of the library. This includes such things as promotional materials for the summer reading program and the Young Adult booklists. Library staff cooperates closely with the schools and coordinates the summer reading lists and provides annotations for the Arlington High School booklist. The Ottoson Middle School loans books to the public library in the summer and the library uses trust funds to assist in meeting the demand for multiple copies of popular books on the lists.

This year the theme of the library's young adult summer reading program was *It's a Jungle in Here...Wild Summer Reading for Teens*. Over 200 teens read a total of 1,011 books as part of the program and had the opportunity to win raffle prizes. Teens were also able to participate in a variety of great programs including African Drumming and Wild Summer Writing Workshops, an introduction to Orienteering, and a wonderful science presentation. Reviews of books teens liked were displayed with the books generating lots of conversation and shared reading. This summer twelve teens in grades seven to nine volunteered over 100 hours at the library as *Safari Leaders* working in several departments.

A very successful collaboration with the Ottoson Middle School was the visit by author William Sleator. Students enjoyed the opportunity to meet the author in a program funded by the library's Russell Fund. Tours and

instruction for classes are also provided by library staff.

### Services for Children

The Children's Services Department offered services and materials to encourage the love of reading in children, to stimulate their imaginations, and to promote their cultural development. The children's collection consists of books, magazines, books on tape, music on cassette, CD-ROMs, videocassettes, puppets, and educational toys.

The librarians prepared booklists by age level from toddlers to fifth grade and in several subject areas to assist children and parents in choosing appropriate reading level material. This year the children's videocassette collection was moved from the third floor to the Children's Room due to its expansion and to better serve parents. Two special services are offered for younger children to attract them to the library at an early age; the Baby Bundles program mails to parents of newborns information on the importance of library services for infants and toddlers and the Kindergarten Packets program distributes information on library services through the schools. Library staff created displays to highlight the collection and promote recreational reading. Each year a summer reading program is offered to encourage children to read throughout the year and staff visit the schools and the Recreation Department's summer camps to promote this. During the year curriculum units were prepared for the schools on a variety of subjects. Staff was delighted to offer orientation sessions for classes that visited the library. Staff also researched and produced a list of web sites to assist parents with what to tell children about terrorists and disasters following the tragic events of September 11.

The library was very fortunate to have the financial support of trust funds and the Anne A. Russell Educational and Cultural Enrichment Fund to provide over 14,185 children and adults with 342 programs for children and caregivers. The wide variety of programs was designed to appeal to all age groups from infancy to fifth grade. These included sing-a-longs, story times, crafts, workshops, vacation week programs, and performances. Workshops were presented to appeal to a wide range of interests: making terrariums and clay sculptures, rocks and minerals, use of computers, using the web wisely for parents, math wizardry, *From Sheep to Shawls*, and elephants. Children and parents were delighted by special programs including stories with audience participation on the





African American experience with Brother Blue, the Tanglewood Marionettes, Arlington Philharmonic Society, Backyard Theatre Works presentation of Rumpelstiltskin, Stargazers astronomy, a visit from members of the crew of the USS Constitution and US Navy, movement and dance class, Childe's Colonial Harmonie, live rainforest animals, Magpie Puppets, Halloween Poetry, two concerts, the Galapagos Puppet Theatre, a joint craft fair with the Recreation Department, and a Harry Potter Drama workshop. During Children's Book Week in November, children created a Book Wall with writings or drawings of the book character they would like to be. A new weekly program offered this year was a Chess Club that has attracted even more participants than expected.

Several collaborative and successful projects were undertaken with the elementary public schools. For the past five years the Arlington Public School art teachers have provided colorful student exhibits each month during the school year to provide a wonderful venue for students to show their best work. Parent-Teacher Book Discussions were funded monthly from January to May from the school's Arlington Education Enrichment Fund and supported by the Robbins Library and the school library-media program. *Arlington Rocks - February Geology Week* provided an enthusiastic group of elementary rock hounds with an opportunity to explore earth science in a series of programs during the 2001 February vacation. The Robbins Library, the elementary science program, and the Parent Involvement Program jointly sponsored these. In March 2001 the library collaborated with the Arlington High School Students Working to Advance Technology (SWAT) to offer a wildly successful four-part workshop on computer skills for seven to ten years olds at the Brackett School. Colonial Day programs designed to support the third grade social studies curriculum exploring life in Colonial America were offered during April vacation week on Colonial maritime history, music, social culture, beekeeping, weaving, spinning, and carding. Families enjoyed watching the Harvest Moon rise at a festival at the Robbins Farm in October in conjunction with the elementary science department and the Robbins Library. The library's Russell Fund and the Arlington Elementary Spanish program co-sponsored the Dia de los Muertos fiesta at the Stratton School with storytelling, dance, and a marketplace that was attended by over 1,250 people. The library's Reading is Fundamental

Program distributed books to children in the first and fifth grades in all the public schools.

## **Edith M. Fox Library and Community Center**

Adults and children enjoyed the friendly services that a small neighborhood library can provide. Children and their parents enjoyed story hours, lap-sits, sing-a-longs, crafts, Poetry Treasure Hunt and several special programs on composting with worms, owl stories, workshop on volcanoes, and African Adventure financed through the Russell Fund. Library staff created ongoing book displays and the Thompson School provided artwork to decorate the library. The staff was delighted to be visited by several classes from the elementary schools. This year new carpeting was installed at the library. Both children and adults participated in the summer reading program.

## **Behind the Scenes**

Library staff worked diligently to provide library services from maintaining the book and audiovisual collection to troubleshooting computer equipment. The Technical Services Department cataloged and processed 17,904 new items. Circulation staff checked out and shelved over 496,555 items while regularly shifting the collection and creating new signage as areas grew. The Adult Services, Children's Services, and Fox Library staff ordered all new materials and reviewed the collections for currency and usefulness. Teacher packets and letters were prepared to acquaint all teachers with the services and collections of the library. The staff also located web sites on a variety of subjects for children. New displays were purchased for the young adult periodical collection and the adult paperbacks. Monthly children's and quarterly adult newsletters were written by library staff to publicize collections and services.

The Children's Services staff gave a workshop on new children's books for the Arlington Early Childhood Association's training for pre-school teachers. Robbins Library and school media staff gave a presentation for the Metrowest Regional Library System on the successful cooperation between the schools and the public library in Arlington. Librarians from Colombia and Venezuela visited the Robbins Library as part of a program sponsored by the International Federation of Library Associations. The library hosted a Legislative Breakfast on behalf of the Massachusetts Library Association



## EDUCATION and LIBRARIES

for state senators and representatives to update them on library issues and funding concerns. A library staff member was interviewed on the WBUR radio *Connection* program on the future of public libraries in a technological age.

A sample of other activities included updating of the Local History Room brochure, preparation of books for binding, updating of Teen Links for the Minuteman Library Network, preparation of the tax form tables, updating of the donor database and coordination of the Trustee solicitation drive, analysis of space planning needs of several public and staff areas, updating of departmental procedure manuals, database clean-up for the Minuteman Library Network, preparation of annual goals and objectives, participation in Minuteman Library Network and town based committees, and attendance at workshops to improve skills in assisting the public.

The library received \$67,151 in state aid that was used for Sunday openings, participation in the Minuteman Library Network, library materials, building repairs, utilities, and other operating expenses. The library forwarded \$67,408 in fine money collected from the public to the town.

### Board of Trustees

The Board of Trustees continued its commitment to several objectives begun in previous years and updated its annual goals and objectives to meet current needs. The board sponsored two author programs that were enthusiastically received by the public. In April, Dick Lehr, author of *Black Mass: the Irish Mob, the FBI and a Devil's Deal*, enthralled the audience with the story of the ties between

mobster Whitey Bulger and the Boston Office of the FBI. Pulitzer Prize winning journalist Ellen Goodman and her co-author, Patricia O'Brien, spoke to a crowded Town Hall auditorium about other women's friendships and their own as detailed in their book, *I Know Just What You Mean: the Power of Friendship in Women's Lives*.

In Fiscal Year 2001 the board allocated funds for reference and circulating books for the adult and children's collections, multicultural books, local history materials, young adult summer reading list, Reading is Fundamental Program, books on tape for adults and children, videocassettes, music compact discs, young adult summer reading program, young adult audio materials, circulating prints, puppets and educational toys, materials for the Fox Library, bindery, author program, children's performers, volunteer appreciation, public relations materials, quarterly newsletter, and staff development. The board also staffed a booth at Town Day to publicize library services and answer questions from the public.

### Friends

The Friends of the Library had a very active and successful year. With the assistance of a volunteer with a background in graphic design, the Friends developed a new membership brochure. Membership in the Friends increased by fifty percent. This was also the first year following the recruitment of several new members to the Friends Board. The Friends continued to sponsor the ongoing and annual book sale and to assist with the Trustee author programs.

The Friends offered several well-attended programs this year. In June David Kruh, historian, writer, and former Big Dig spokesman presented *The Big Dig*, an informative and entertaining slide lecture show. In October writer and naturalist Mike Tougias presented *New England Wild Places and Forgotten History*, a slide/lecture on destinations for day trips and weekend outings. In cooperation with the Arlington Human Rights Commission, the Friends co-sponsored Henry Louis Gates, author of *Colored People: A Memoir* who spoke movingly and humorously to a crowded audience at Town Hall on his experiences growing up in the South. The board is committed to maintaining its programming efforts in the coming year.

### Volunteers

The Robbins and Fox libraries are grateful for the dedicated work of their volunteers who assisted library staff with



**Board of Library Trustees.** Standing (l to r): David Castiglioni, Susan Cronin-Ruderman, Patricia Deal, Francis Murphy. Seated (l to r): Joyce Radochia, Barbara Muldoon. Missing: Katharine Lawrence.



shelving materials and clerical tasks. These seventeen volunteers, who donated 1,290 hours, are: Carol Clarke, Gretchen Flock, Elissa Foresta, Howard Gau, Kim Haase, Emi Hidaka, Suzanne Hilton, Dorothy Jones, Michael Kaplan, Grace Kim, Beth Lanigan, Marian Lee, Melissa Ng, Rita Quinn, Janet Sestokas, Eileen Shanahan, and Vilasini Shanbhag. An additional 100 hours were donated by twelve young adults who provided assistance with the teen summer reading program. Special recognition is given to Beverly Brinkerhoff, Mary Eaton, and Alice Seelinger who visited homebound patrons on a weekly basis and delivered library materials and friendship. The library is grateful for, and will miss the services of, Mary and Catherine Gryniewicz, who maintained the Friends of the Library book sale room for eleven years and are enjoying a much-deserved retirement.

Again this year, the library participated in the Senior Citizen Community Service Reimbursement Program. The following volunteers helped with the Friends of the Library Town Day book sale: Maureen Dolan, Margaret Fitzgerald, Gretchen Flock, Robert Gahtan, Jean Hopkins, Santosh Kumar, Muriel Lockwood, Alice McGinty, Robert McKersie, Pruja Mukhedhar, Frank Murphy, Juliana Rice, and Wendy Watson.

## Donations

The Board of Trustees was very successful in its fundraising efforts. In fiscal year 2001 the mail solicitation campaign raised \$11,445 and \$4,097 was received in memory or honor of individuals. The library acknowledges with appreciation these gifts, which allowed for the purchase of additional books and audiovisual materials. The staff and trustees continue to express gratitude for the Anne A. Russell Educational and Cultural Enrichment Fund for the diverse programs and services it sponsors.

The Friends of the Library continue to support the library with funds for the passes to museums, library newsletter, and library materials. The library also wishes to acknowledge the Friends for funding the services of the web developers who assisted staff in the creation of the web page.

## Looking Ahead

Continuing to face the challenges of recent years, the library will attempt to maintain a sufficient funding level to expand its book and audiovisual collection, keep pace with

technology, and introduce new formats such as books on compact disc. It is anticipated that state funding of electronic databases will continue through the Minuteman Library Network, Massachusetts Library Information Network, and Metrowest Regional Library System. However, the number of databases may be reduced due to a reduction in state funding. The library will replace and upgrade network equipment, PCs, and peripherals connected to the Minuteman Library Network, as well as office automation. The library hopes to create a computer-training center, utilizing laptop computers and wireless technology, if capital funds are approved. Wireless technology could also be employed as an addition to the MLN local area network. Plans will be developed to enhance the ability of staff to maintain public and staff computer equipment in proper working condition as the number of computers and the use by the public increases. Staff will prepare for the transition from the current terminal-based circulation system to a windows platform. The library's recently launched web page will be maintained and developed.

The library will continue to meet requirements to receive state aid and will maintain its commitment to high quality children's services through the financial support of the Anne A. Russell Children's Educational and Cultural Enrichment Fund. Library administration hopes to expand efforts to inform citizens about library resources, especially directed towards the business community and senior citizens. The Board of Trustees will engage in a donor solicitation of individuals and businesses for funding to increase collections and services.

## Arlington Public Schools

The Arlington Public Schools has enjoyed an academically productive year. Four thousand four hundred seventy students enthusiastically participated in well-designed and executed courses that maximized their potential. The competent staff has focused an extraordinary amount of energy raising expectations for students and helping all to meet these higher standards. With generous support from the Town of Arlington complemented by financial grants from various sources, the Arlington Public Schools has maintained high scores, provided intervention strategies, acceleration programs, and transition services to students. Constant enthusiasm and response from parents have



allowed students to participate fully in athletic, cultural, and social activities as well.

During 2001, the professional staff has analyzed available data, aligned curricula, and participated in structured professional development opportunities in order to share and implement successful instructional practices. This commitment to disseminating "what works" has been a catalyst for additional grants from Federal and state sources. It has also allowed teachers to realize the great teaching they accomplish daily in our classrooms.

The totally renovated Hardy Elementary School on Lake Street opened in September as the fourth school to be completed since 1994. It now has well equipped technologically designed classrooms as well as specialized music, art, science, gymnasium, and cafeteria to educate the students. The Peirce Elementary School, 85 Park Avenue Extension, was demolished in June and a new Peirce School erected at the same location. The construction will be substantially completed for 300 students in September 2002.

The Massachusetts Comprehensive Assessment System, which is responsible for annually testing and reporting student academic achievement, reported that Arlington students have reached high levels in all schools. The Brackett Elementary received the honor of attaining number one status at the fourth grade level. At the Stratton Elementary School every third grade child reached advanced status in Reading. In a review of School District performance, Arlington earned extremely high marks for achievement based upon economic and demographic variables. The entire school system is proud of the success of all students. The Music Program was outstanding in all areas of chorus, orchestra, and jazz. The Boston Globe announced that Arlington High School had received the newspaper's 29th Annual Scholastic Award for Dalton Division 2 for compiling an overall winning percentage for schools of similar size. The Town of Arlington is investing in the future of students very well.

A Human Resource Officer position was created to provide support and commitment to the schools in all areas of employment including commitment to diversity. Gus Martinson was appointed to this position. David Kale was appointed to be the Chief Financial Officer responsible for all business operations including budgeting, construction, and facilities. The school operating budget for 2001 was \$30,828,677. It supported a staff of 521, nine schools, and increased funding in all academic disciplines. Grant awards of close to \$3 million

provided additional revenue for accrediting full day kindergarten, elementary Spanish programs, MCAS remediation, health protection, and many technological pursuits.

Charles McCarthy, after a very successful tenure of thirteen years, resigned as Principal of Arlington High School in June and was appointed the Department Head of English. Stephen Woodcock was appointed to the position of Principal of Arlington High School in September. Another secondary Principal, Paul Lamoureaux retired from the Ottoson Middle School after successfully educating and leading students for twenty-nine years in Arlington.

The Early Retirement Incentive Program of the Commonwealth of Massachusetts provided an opportunity for many teachers to retire after thirty years of service. The following staff members decided to take advantage of this program: Patricia Boone, Audrey Boudreau, Thomas Brannelly, Robert Commins, Mary Dunigan, Jeannette Eskedal, Donald Fortunato, Lorraine Fortunato, Dorothy Galluzzo, Golda Gillaspie, Pauline Golec, Barbara Gorman, George House, Paul Jenney, Susan Kahn, Allan Katz, Virginia Kristo, Barbara Fischer Long, Paul Marrier, Priscilla Monahan, Marie Neal, Frank Roberts, Donald Romeo, Thomas Sheehan, Marie Spagnuolo, James Stanger, Michael Toomey, Thomas Trevisani, Nancy Urban, Peter Walsh, Judith Williams Garcia, and Ada Wright. Marie Schuler, an outstanding elementary teacher at the Dallin School died in service during 2001. The death of Thompson elementary teacher, Ruth Ann Santino, was also a sad loss for all in the Arlington Public Schools.

### **Minuteman Regional High School - School Of Applied Arts And Sciences**

After many years of dedicated service, seven members left the Regional School Committee in 2001. The entire Minuteman Regional School District thanks the following individuals for their years of service: Sally Bobbitt of Lincoln who has agreed to continue service on a school advisory committee, Michael Dowd of Weston, John McCarthy of Concord who has continued service with Minuteman's Business Alliance, Glenn Noland of Sudbury, Jane Pagett of Lexington, Robin Pekins of Bolton, and Paul Schlichtman of Arlington.



# EDUCATION and LIBRARIES

## Class of 2001 Graduate Achievement Highlights

- 92% of the Class of 2001 graduated into either college or employment in their field of study.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Cosmetology graduates passed the state board examination.
- 100% of Early Childhood Education graduates were fully certified by the state Office for Child Care Services.
- All Medical Occupations graduates achieved 100% placement in either college or a job in their field.
- Science Technology graduates achieved 95% placement in either college or their field of study with 84% (47 out of 56) attending college.
- Culinary Arts graduates achieved a 100% placement rate with 18 of 26 enrolled in college.
- Construction-Trades graduates achieved an 86% placement rate with 17 of 54 enrolled in college and 29 of 54 entering the workplace within their field of study.

## Academic Division Highlights

- Minuteman Regional High School sophomores tied for first place in Massachusetts among regional technical schools on MCAS test performance.
- Forty-five students took advantage of college level pre-calculus and calculus courses under an articulation agreement with Middlesex Community College.
- A Latin course was implemented to serve the growing number of students interested in medical careers, biotechnology, and science.
- The Special Education Department teamed with mainstream teachers to help students achieve one of the highest levels of special education MCAS "pass" scores in the state.

## Science and Technical Division Highlights

- The first state-approved high school pre-engineering program entered its second year. Minuteman in articulation with the University of Massachusetts initiated college level engineering courses on Saturday mornings to serve students from local high schools.

- A student team from Electromechanical Robotics took First Place in Skills USA/VICA National Competition on Robotics and Automation.
- The computer department instituted a CISCO networking course, the first step needed for someone to become a networking engineer.
- The electronics/telecommunication department designed new units with extensive help from RCN.
- Many new business/industry projects were achieved, including; Verizon supporting the after-school technology training of middle school students, GTE helping with new physics units for biotechnology, the Northeast Center for Telecommunications providing grant help, etc.
- The Environmental Technology department received a state-wide recognition award from the Massachusetts Executive Office of Environmental Affairs and a personal visit from the Secretary of Environmental Affairs. Students were active in numerous off-campus service projects for such agencies as the Cambridge Water Department, Bolton Conservation Commission, Sudbury Valley Trustees, Massachusetts Division of Fisheries and Wildlife, U.S. Department of Fish and Wildlife, the Northeastern University Marine Biology Research Laboratory, the United States National Park Service, and the Minuteman National Historic Park.
- The computer-aided drafting and design department completed plans for a three-bedroom colonial home to be built by Minuteman's construction students in Wayland.

## Construction – Power – Building Trades Division Highlights

- The Automotive Technology Department won the industry's Most Outstanding Automotive Program in Massachusetts award for the third year in a row.
- Students began construction of the three-bedroom colonial home for the Wayland Housing Authority.
- Students and staff completed construction of a 13,000 square foot child care facility for MIT/Lincoln Lab Day Care Center on the Minuteman campus.



# EDUCATION and LIBRARIES

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- Student teams began major renovation of office space for the Louise May Alcott Foundation in Concord and began rebuilding historic cannon stands for the Town Common in Belmont.
- The Landscape Management Department won several awards again, including First Place at the Annual New England Flower Show in Boston.
- Division faculty began an extensive project focused on gaining post-secondary program certification for advanced automotive training, a rarity among the nation's regional high schools.

## Commercial and Human Services Division Highlights

- The Child Development Center and the Early Childhood Education department was recertified by the National Association for the Education of Young Children. Many commercial centers do not receive this certification for excellence and good practice in curriculum implementation.
- In Retail Marketing and Management, a two-student team placed first in a state level entrepreneur competition among Distributive Education students. Another student won first place in the annual Massachusetts School Bank Association's annual essay contest. Students also hosted their annual *Breakfast with Santa* fundraiser for Children's Hospital of Boston. Through this effort over the years, Minuteman students have donated more than \$10,000 to needy children.
- In Culinary Arts, bakery students won gold, silver, and bronze medals in state competition. The Department is preparing to become a certification site for the American Culinary Federation.
- In Graphic Communications, a Minuteman student won the gold medal in state Skills USA/VICA competition. A student designed calendar won the *Best of Show* award at the Annual Providence Professional Graphics Arts event.

## Overall School Highlights

- New and/or updated college articulation and advance credit agreements with numerous top colleges in twenty-six different career areas.

- Minuteman faculty and administration began an extensive self-evaluation project using the Baldrige criteria for excellence, criteria well known to business and industry.
- Reached agreement with the City of Cambridge and the Town of Watertown to begin enrolling higher-level tuition students while maintaining an overall enrollment base that allows Minuteman to continue one of the most powerful sets of career-focused pathways in the nation.
- Minuteman's School to Careers Partnership has formed a Minuteman Business/Education Alliance with direct or association representation of approximately 1,700 companies. This will allow Minuteman Regional High School to facilitate communication and cooperative student-employer projects and internship opportunities involving each of our district's fifteen participating high schools.
- Community education services, including After School programs for middle school students, Adult High School services, Evening and Continuing Education courses and Summer School programs and camps, provided to member town residents continued at one of the highest participation and success levels in the state.
- The Facilities Management Department completed major campus renovation and facility improvement projects including conversion to gas heating, upgrading athletic fields, and construction of the new Students' Service Center.
- Numerous staff development efforts focused on obtaining national rather than just state certification in graphics and digital media, culinary arts, and collision repair (ASE).

## Middle School Technical Literacy Program

Another Minuteman partnership is the middle school technical literacy program. The school is currently working with teachers in six district middle schools, assisting them to develop and incorporate technology education into their curricula as well as providing technology instruction in support of important and necessary computer skills.

Minuteman staff began the planning process to extend and expand this valuable



## EDUCATION and LIBRARIES

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service to other district towns. The strengthening of the middle school service can become a very important help to member towns in fulfilling requirements of the new Massachusetts Curriculum Frameworks on technical literacy.

The popular After-School Program, which provides hands-on career and academic enrichment opportunities for students in grades 6, 7, and 8 in the district, is offered without charge (including transportation) to district schools. These two programs are financed by the Minuteman school budget.

### **Expansion of the Pre-Engineering Academy**

Opened in September 2000 with a full enrollment, this rigorous, first-in-the-state college preparatory program is designed for academically talented, technically oriented students who plan to matriculate to a competitive technical college or institute upon graduation from high school. The focus of the technical component is in Pre-Engineering technology. Academic and technical curricula meet or exceed all MCAS standards.

Industry and college partners joined Minuteman to develop this modern pre-

engineering program which will add to Minuteman's many high technology career path options. Now students interested in the many high tech careers of tomorrow can prepare for advanced college study and technical training in any of these areas: biotechnology, environmental technology, telecommunications, electromechanical technology, computer drafting and design, and now pre-engineering.

### **Continued Recognition of Automotive Academy**

The Minuteman Automotive Academy was selected by the National Automotive Youth Educational Systems program as a site for high-level career learning in the field and voted the Most Outstanding Automotive Technology Program in Massachusetts by the Industry Planning Council of New England. Daimler Chrysler, General Motors, Toyota, Volkswagen, the National Institute for Automotive Service Excellence (ASE), college partners, and others work with Minuteman in providing exciting career opportunities across a broad spectrum from advanced technician to management specialist to automotive designer and engineer.



# PUBLIC WORKS and ENVIRONMENTAL QUALITY

## Department of Public Works

The Department of Public Works is made up of several working divisions: Administration, Engineering, Highway/Water/Sewer, and Properties and Natural Resources. With a staffing strength of 147 full-time and two part-time personnel, it is the goal of the department to provide citizens, boards, commissions, and other town departments with superior service and support through consistently managed efforts of the five divisions of the department.

In addition to the projects and achievements outlined in this report under each Public Works Division, the following initiatives were further developed in 2001:

- Continuation of town wide water main replacement program
- Sanitary sewer system rehabilitation studies within Alewife Brook basin
- Storm sewer system improvements study in the Alewife Brook watershed
- Town wide roadway improvement program
- Town wide sidewalk improvement program
- Town Hall renovation initiative
- Arlington reservoir dam improvement study
- Expansion of Mount Pleasant Cemetery
- Parks maintenance master plan implementation
- Town wide beautification program
- Climate-Wise-Arlington initiative
- Solid waste contract renewal
- Employee safety program



*Arlington Reservoir*

## Engineering Division

The Engineering Division of the Department of Public Works continues in its capacity as a service-oriented organization supplying support services to various Town departments, commissions, contractors, and to the general public. As a part of the Department of Public Works, the Engineering Division works closely with the Water and Sewer, Highway, Properties and Natural Resources divisions in upgrading and improving the Town's infrastructure by providing surveys, design, construction plans, field layouts, field inspection, and general technical support. The Engineering Division processed over 500 permits and collected \$12,500 in permit fees in 2001.

### Major achievements in 2001

Replacement of 10,418 linear feet of old, six-inch, unlined, cast iron water pipe in the Newport Street area, Phase II, which includes, Newport Street, Scituate, Longfellow, High Haith, Ottawa, Iroquois, Bonad, Shawnee Road, and in the lower sections of



*Water main replacement project*

Newport, Scituate, Gloucester, Albermarle, and Walnut Court which is Phase III. The spring 2002 will continue Phase III to completion, followed by sidewalk and curb renewal where needed, then final paving. Phase IV of water rehabilitation as noted below will follow this.

The following projects were managed through technical support of the Engineering Division:

- Massachusetts Avenue improvements, at Paul Revere Road, new walks, handicap ramps, and redesigning the shape and location of the existing rotary and adding a bump-out to channel traffic entering Paul Revere. At the Lexington Line the addition of sidewalk bump-outs with planters as a gateway to Arlington.
- Oversaw update and repair of various lift stations by Operation and Maintenance consultant.
- Paving of Paul Revere by the



# PUBLIC WORKS and ENVIRONMENTAL QUALITY

Massachusetts Water Resources Authority (MWRA) after installation of water main.

- Striping of the centerline and crosswalks throughout the town using the international layout for crosswalks.
- Also assisted and advised the Police Department and other town departments with issues such as stop sign placements, crosswalks, or traffic count.
- Mt. Pleasant Cemetery expansion began in September and was completed by December 2001.
- Replaced 1,100 linear feet of water main and services to support the Peirce School reconstruction project that included Newland Road and Blossom Road to Park Avenue Extension.
- Replaced 18,000 linear feet of sidewalk and 11,800 linear feet of new curb or existing curb raised to grade. The street paving of Phase I (Fountain Road area) water rehabilitation streets, was completed at the end of November 2001. This included a two-inch leveling course and a one and one half inch overlay that totaled about 3,500 tons.
- Plans for the culvert replacement under the Bike Trail behind Mill Brook Condominium complex were designed during the summer of 2001. The tiger cage will be located near Bow Street at the bike path known as Mill Brook or Gerri's Brook. The contractor started in December 2001. The first priority was to clean the area and prepare the channel for the structure. The project should be completed early winter. The Engineering Division also designed an upgrading of the drainage system at the Bishop School. This included installing two 1,800 gallons tanks where the existing catch basins were in need of more water storage.
- During this past summer the Engineering Division also designed plans for the replacement of water and sewer mains on Summer Street. The contract has been awarded and will start this spring of 2002.
- During the fall of 2001, construction plans and bid documents were prepared for Phase IV water rehabilitation that will take place on Coleman, Wildwood Avenue, Moulton, Temple, Gloucester,

Plymouth, Lockland, Field Road, Bailey Road, and Endicott Road.

- During this time the Engineering Division reviews plans, contracts, or has input for private and public projects for the upcoming construction season such as Summer Street, school rehabilitation, Sunrise Living project, Mirak Development, Mill Street condo's, and various other building projects.
- Sixty-Seven building application and site plans processed, house numbers assigned, and grades checked
- 277 inspections of work preformed by licensed contractors
- 129 inspections of trench resurfacing preformed by utilities
- Seventy-six estimates, supervision and inspection of street construction and resurfacing
- Eight taking plans for storm drain, sewer, water, school, street, and park property
- 134 construction lines and grades given for walk and edgestone installation
- Sixty-two preliminary surveys, estimated costs, park improvements, walk and edgestone extensions, and various Warrant Articles
- Sixty-three miscellaneous surveys for street line requests, tree locations, playground court layouts, etc
- Fifty-six sewer, water, and storm drain extensions and rehabilitation, including construction plans
- Four final assessment and plans for street betterment, sewer, water, walk, and edgestones
- 151 block plan and sewer plan additions and corrections
- 589 permits is issued for utilities and private contractors

## Highway/Water/Sewer Division

This division consists of approximately forty-seven full time personnel. The Water/ Sewer/ Highway Division of the Public Works Department shares in much of the credit for the accomplishments listed under Engineering. In addition to performing many of the above infrastructure improvements, the division is responsible for responding to emergency calls on the water and sewer system and maintenance of the Town's infrastructure, including; streets, sidewalks, storm drains, water distribution system, sewer collection system, and bridges. Major services provided in 2001 were snow and



# PUBLIC WORKS and ENVIRONMENTAL QUALITY

ice removal, street sweeping, catch basin cleaning, water and sewer customer service calls, maintenance on town vehicles and equipment, and overseeing solid waste and recycling collection.

Since January of 2001, the paint shop has been responsible for the maintenance of all signs, street line-striping, and crosswalk painting. These were formally managed through Police Services.

Snow and ice fighting went from November 2000 to April 2001. There were 48 storms with a total of 78.75 inches of snowfall. Public Works crews worked for more than fifty-three days on snow and ice removal and seven of the storms



*DPW personnel on the job*

requiring outside contractors to be hired by the Town for snow plowing. On March 22, 2001, heavy rains and melting snow caused flooding in several locations.

Portions of Alewife Parkway, Route 16, Route 2, Pleasant St., and Mystic Valley Parkway between Mystic St. and Medford St. were closed.

## Highway/Water/Sewer Division

### Performance Measurements for 2001

- Installed sixteen double standard catch basins replacing baker grates
- Installed new catch basin frames and covers
- Installed new storm drain system at Bishop School for flood control
- Cleaned Mill Brook to help prevent flooding
- Crack sealing program - eighteen streets were completed in October of 2001 and thirty-five streets are scheduled for completion in the spring of 2002
- Chip seal program - 6.4 miles - totaling forty-four streets from Broadway Plaza to the Cambridge and Somerville lines and Massachusetts Avenue from Lake Street to Pleasant and Summer Street from Brattle Street to Mystic Street.

- Installed new cement concrete and bituminous concrete sidewalks throughout various sections of town.
- Performed town-wide sewer main flushing - mains and services
- Cleaned over 3,300 catch basins on town streets with new catch basin cleaner purchased by the Town
- Serviced seventy-five sewer blockages
- Repaired water main leaks at forty-five locations
- Repaired water service leaks at sixty locations
- Installed seventy-five new water services
- Installed eighty water copper service renewals
- Replaced 100 water gate boxes
- Replaced 200 service boxes on resident properties
- Cleaned and repaired sewer mains and pump chambers
- Worked with Fire Services to perform annual fire hydrant inspections
- Replaced fifteen fire hydrants
- Snow/Ice operations performed over ninety days from October 2000 - April 2001
- Repaired frost heaves from April until October, 2001
- Maintained 120 motor vehicles, including other department vehicles
- Street sweeping of all sections of the Town from April to November, 2001
- Employee training in confined spaces with MWRA
- Reclaimed seven asphalt traffic islands for plantings
- Oversaw 24,000 tons of solid waste disposal
- Oversaw 1,600 tons of yard waste disposal
- Oversaw 5,000 tons of recycled materials disposal

## Properties Division

The mission of the Properties Division is to provide the Town of Arlington with a high degree of quality service in custodial services and maintenance and improvements of its public buildings and facilities. The division is responsible for the maintenance of thirty-one public buildings, including: Town Hall, all public schools, Jarvis House, Robbins Library, Whittemore-Robbins House, Grove Street complex, and the Fox Library. A comprehensive



# **PUBLIC WORKS and ENVIRONMENTAL QUALITY**

condition evaluation was performed on the Jarvis House property. Findings indicated that significant renovations are required to the structure and HVAC systems.



*Town Hall renovations*

The following projects were completed and/or managed by this division in 2001.

## *Arlington High School*

Installed three roofs: Building B Guidance office, Science Wing, and Administration area  
Performed oil tank testing as per federal regulations

Made repairs to elevators (twenty-two years old)  
Insulated exterior glass replacement in various areas

Installed five new air conditioning units  
Major steam trap replacement for heat (energy)  
Major repairs to #3 boiler

Asbestos removed from Building "A"  
Installed new ridge cap and slate in Building "B"  
Renovated office area on the sixth floor  
Exterior repointing and water proofing in Building "A" and "B"

Replaced 1,500 feet of cove base on floor  
Interior painting classrooms, corridors, and stairwells

Cement work on steps and walkway

## *Ottoson Middle School*

Painted seventy-foot flagpole on Middle School  
Painted interior classrooms and corridors  
Installed new sink with cabinet and counter-tops (Daycare center)

Installed two twenty-five foot flag poles  
Major repairs to gym partition in Blue Gym  
Repaired three inch copper line in music room

## *Bishop School*

Installed Venetian blinds in various areas  
Spread eighty-five yards of bark mulch in play areas

Installed new tile basement in class room  
Replaced ten doors in kindergarten bathrooms

## *Brackett School*

Installed new blackboards and pegboards in various areas

Installed exterior boiler flame-out lights

## *Dallin School*

Installed new hot water tank

Performed testing on oil tank per federal regulations

Repaired roof

Installed air conditioning unit in office area

## *Hardy School*

Installed exterior boiler lights (flame-out protection)

## *Stratton School*

Replaced exterior door and frame on side entrance

Boiler repairs – refractor work

Repaired roof

## *Thompson School*

Tested oil tank per federal regulation

Major boiler repairs

Steam trap replacement

Repaired roof

The following projects and maintenance contracts were also managed by staff in the Properties Division:

*Ahera reinspections* (for asbestos) done in all public schools and Parmenter, Crosby, and Gibbs

## *Gibbs School (Redevelopment Board)*

Major repairs to boiler #1 and #2

## *Town Hall*

Replaced two air conditioner rooftop units in the Town Hall Annex

Replaced two-inch water main in basement

## *Robbins Library*

Installed roof snow guards

Performed roof and slate repairs

Exterior and interior repointing (cement work)

## *Fox Library*

Replaced thirty-ton chiller on the rooftop air conditioning unit

## *Crosby School (Redevelopment Board)*

Major repairs done to boiler #1 and #2

Installed condensate tank (heat)

Repaired roof

## *Mt. Gilboa*

Installed thirty-three vinyl, double-hung, insulated windows

## *Community Safety Building*

Three roofs were completed

Painted interior and installed new rugs in Administration area of Police and Fire

Painted small office and weight rooms



# PUBLIC WORKS and ENVIRONMENTAL QUALITY

## Natural Resources Division

The Natural Resources Division consists of the Forestry, Park, and Cemetery Sections and is responsible for the proper management, care, and maintenance of the Town of Arlington's 18,000 public trees, open space facilities, playgrounds, and athletic field infrastructure. The primary responsibilities of this division are the management, operation of Mount Pleasant Cemetery, maintenance of nineteen athletic fields, twenty-five playgrounds and the maintenance of all open space facilities, including; Reservoir Beach facility, North Union Spray Pool, Menotomy Rocks Park, Town Hall Gardens, Minuteman Marquis Bikeway, Broadway Plaza, and Robbins House gardens.

## Forestry Section

The Forestry Division removed 181 diseased or dead trees in 2001. The Northeast is in the midst of a serious drought condition and we fear serious consequences may appear in 2002. The division planted seventy-seven trees in spring 2000 and suspended fall planting due to the aforementioned drought. The division has approximately fifty trees in a nursery area and project continued planting of these and more in spring 2002. The division is having difficulty purchasing quality trees due to nursery closings and great demand.

The division has temporarily solved disposal of logs and chips, but this is becoming expensive.

The division has also expanded the flower plantings, which have brought many compliments to the town, but the care and maintenance of these plots is very time consuming. The holiday lighting program was also expanded in 2001. The Tree Division



*Town wide beautification program*

suffered the loss of Mr. Stephen Tobin in 2001. Mr. Tobin served the town with distinction for over fifty years.

## Park Section

The continued increase of athletic programs is causing serious problems with maintenance. From mid March through Thanksgiving all athletic fields are under extreme duress. It is almost impossible to maintain grass surfaces under these conditions.

The Reservoir Beach was maintained as usual. The problem of Canada Geese is making some areas unusable. The Town Hall grounds, Robbins House, and Library areas were maintained as usual. Thorndike Field upgrade is nearly complete and should come online in early 2002.

## Cemetery Section

The expansion of Mount Pleasant Cemetery is nearing completion.

There were 329 interments and forty-six cremations in 2001. The Olde Burying Ground on Pleasant St. was maintained as usual.



*Cemetery Expansion Project*

### Revenues at Mount Pleasant Cemetery - 2001

Sale of single graves	\$ 57,850.00
Perpetual Care	14,550.00
Openings	162,700.00
Foundation Charges	11,400.00
Saturday Funerals	15,775.00
Non Resident Charges	28,075.00
Total Revenues	\$ 290,350.00

Total Interments	329
Total Cremains	46
New Graves	68
Urn Graves	3



## **Conservation Commission**

The Arlington Conservation Commission (ACC) is required to protect and preserve wetlands and their surrounding areas, as well as open space. The ACC is comprised of seven volunteers who are appointed by the Board of Selectmen, and a part-time, paid administrator. At bimonthly meetings and on-site visits, commission members work to ensure that all construction and development projects, residential and commercial, that may alter any wetlands, floodplains, rivers, streams, ponds, and/or lakes are in compliance with state and local regulations.

The ACC regularly encourages businesses and private homeowners to seek assistance when undertaking a construction project that could impact any water body or wildlife habitat.

## **Regulatory Activities**

The commission is mandated to protect water supplies, fisheries, and wildlife habitat as well as regulate activities in a floodplain through its administration of the Massachusetts Wetlands Protection Act and the Arlington General Bylaw for Wetlands Protection. The ACC members regularly seek continuing education to ensure legal compliance with frequently changing regulations and to assist applicants through the regulatory process.

In 2001, the ACC convened twenty-five regular public sessions, reviewed approximately twenty projects and issued eleven Order of Conditions plus one Amendment and one Extension, two Certificates of Compliance, two Enforcements, one Order of Resource Area Delineation, and one Determination of Applicability.

In 2001, the commission promulgated wetlands regulations under the Arlington Bylaw for Wetlands Protection to assist applicants by clarifying filing procedures and standards to be met under the bylaw.

The commission held numerous hearings on an Abbreviated Notice of Intent for Resource Area Delineation (ANoRAD) prepared by Rizzo Associates for Finard Development Corporation, the owner of the Mugar Parcel in East Arlington. The ANoRAD document proposed the extent, or boundaries, of wetlands and floodplain to the commission at this 16.5-acre site, adjacent to Route 2 and bordered by Thorndike Field. Neighborhood groups and concerned residents participated in the public hearings and at site visits. At the conclusion of the public hearings,

the commission found that the wetland boundaries, as slightly modified by the commission's hired consultant, were accurate. However, the floodplain elevation proposed by the applicant was found to be inaccurate by the commission. The ACC's decision is being appealed by the property owner.

## **Conservation Activities**

An extensive restoration project at Meadowbrook Park, conservation land located at the delta of Mill Brook and adjacent to Mount Pleasant Cemetery, was made possible by a generous \$36,000 state grant as well as some local funding awarded by the Town in 2001. The commission had been working on a restoration project for this site for over five years. In early summer 2001, with the volunteer assistance of many Arlington residents including a Brownie troop, the commission conducted several intensive cleanups and then planted a variety of native wetland plants (over 2,000) at Meadowbrook Park. With the completion of this major restoration project, Arlington residents can now enjoy this wetland area for bird watching, and for its natural beauty. With each successive year, the extensive plantings conducted as a result of the Meadowbrook restoration project will do much to restore this once-exploited natural area into an unquestionably beautiful wetland habitat. As well, migrating alewives now benefit from the newly unclogged waterways by which they can better reach their spawning grounds.

The ACC was proud to coordinate and sponsor the second year of a multi-year project to remove water chestnuts from the Arlington Reservoir. Before this project began, the highly invasive water chestnuts blanketed nearly fifty percent of the Reservoir, choking out wildlife. The weed eradication that has been and will continue to be conducted at this site is expected to dramatically improve the health of the Reservoir as well as other waters in Arlington for an eight- to ten-year period or more.

A study commissioned by the ACC to provide both Arlington and Lexington with specific guidance as to how to protect the natural resources of Arlington's Great Meadows and to promote compatible public uses was completed by Frances Clark of Carex Associates in July 2001. In the in-depth, 100-plus page report *Natural Resource Inventory & Stewardship Plan for Arlington's Great Meadows in Lexington*, the ecological values and stewardship needs of the 183-acre open space were identified and discussed. Further, the report inventories the



# **PUBLIC WORKS and ENVIRONMENTAL QUALITY**

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ecological, cultural, recreational, and educational assets of the property and proposes specific, practical recommendations for their protection and enhancement. The report is intended to be useful for developing management policies, volunteer projects, public programs, and restoration projects. The full report is available online at the town website:

<http://www.town.arlington.ma.us/town/concom/GM/concomGM1001.htm>.

The ACC continued its support of the Mystic River Watershed Water Quality Monitoring Network with its long-term project to systematically monitor the water quality of streams, rivers, and lakes in an effort to better understand the nature and extent of water quality issues in Arlington. Multi-site benchmarks for surface water quality were established in 1997, and via monthly monitoring the ACC continued collecting data that will reveal the impact of pollution and eutrophication in the town's water bodies. The ACC seeks to help manage and ensure the long-term health of the town's natural resources based on thorough analyses of composite data results from this ongoing study. By 2010, through this partnering effort, the two groups hope to permit resident swimming and fishing in the Mystic River in the towns, including Arlington, and cities through which it flows.

As in recent years, Town Day was a success for the ACC. Interest in booth displays and literature was very high. Commission members prepared an attractive booth for the event that focused on educating Arlington residents on diverse conservation-related issues, while highlighting degradation of water bodies.

## **2002 Goals and Beyond**

In addition to overseeing the ongoing harvesting project to eradicate water chestnuts from the Arlington Reservoir, the ACC will manage a bank stabilization project at Cookes Hollow involving the establishment of healthy vegetation on the steep embankment along Mill Brook. The planned stabilization work will prevent the erosion of the slope and the undermining of trees along the brook.

Arlington's Great Meadows has had a long history of citizen interest in its public use as a natural open space, but a land steward program has yet to be created to oversee its preservation. Stewardship activity has been limited in part by its location in Lexington and also by the uncertainty of its future. Consequently, the full potential of this 183-acre green space has yet to be achieved. The ACC

and the Open Space Committee will seek to encourage the formation of a Friends of the Great Meadows citizen group to better preserve this area.

The ACC has the responsibility for approximately twenty-five Conservation lands throughout the Town of Arlington. In 2002 the ACC intends to help establish a voluntary stewardship program for those lands following the model used in Lexington. These stewards will act to monitor and maintain those areas.

Going forward, a key goal for the commission is to ensure that all existing docks are in compliance with the state Wetlands Protection Act and the Arlington Bylaw for Wetlands Protection. All residents with a dock(s) will receive written notification about what steps are necessary for them to complete a Waterways Application in accordance with their filing with the Massachusetts Department of Environmental Protection's Waterways Division.

The ACC, in working with the Open Space Committee, hopes to acquire additional open space as protected "conservation land" when, and if, the sale of a property is made economically feasible for purchase by the Town and when it is transferred to the Town. Notably, Vision 2020 survey results from a 2001 polling showed the "acquisition of open space" as a top-ranked concern in residents' priorities for Arlington.

## **Thanks**

The ACC sincerely thanks all individuals and organizations that contributed directly or indirectly to the activities of its thirty-sixth year. We especially wish to thank all the hard-working volunteers who helped with the intensive project to cleanup and replant Meadowbrook Park during some of the hottest days of this past summer. The reestablishment of Meadowbrook Park as thriving, healthy wetlands was made possible due to the perseverance of ACC member Geraldine Tremblay and former ACC member Richard Bowler.

We thank Mr. Roger Frymire for his effort in both water-quality monitoring of water bodies throughout Arlington and for his hand-pulling of many thousands of water chestnuts. His determination and perseverance are an inspiration to us all.

The commission was extremely grateful to gain Conservation Administrator Cori Beckwith as a salaried employee of the Town in 2001; Ms. Beckwith previously had been a commission member for over a year.



## **PUBLIC WORKS and ENVIRONMENTAL QUALITY**

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Long-time commissioner Geri Tremblay began a ten-month sabbatical through June 2002 to pursue language studies, while the commission welcomed new member Christine Wallace who is employed full-time as a civil engineer specializing in stormwater management. The commission thanks John Roche, who resigned from the board this year, for his work.

The commission is extremely grateful to the Department of Planning and Community Development, specifically, Alan McClennen, Kevin O'Brien and Joey Glushko for their hard work in receiving approvals on all permits for the complex Reed's Brook redevelopment project. The redevelopment of this large open space for public recreation will greatly benefit the community. As well, it will dramatically improve the water quality, wetlands and wildlife habitat at this site and downstream from it in the years to come.

### **Recycling and Household Hazardous Waste Committee**

The Arlington Recycling and Household Hazardous Waste Committee works to advocate for and support local initiatives to promote solid waste reduction, reuse, recycling and composting, and household hazardous waste recycling. The committee is comprised of ten volunteer members and a DPW staff person. Other volunteers assist with various projects and programs as well.

In 2001 Arlington recycled 4,825 tons of material and disposed of 18,686 tons, for a 26% recycling rate. Arlington received more than

\$36,000 in recycling tonnage grants from the Massachusetts DEP.

Other initiatives that the committee took on in 2001 included:

- Coordinated with the Department of Public Works in developing a recycling calendar and other promotional materials.
- Successfully applied for and received a state grant to pay for mailing to all residents regarding the dates and requirements for participating in the Minuteman Household Hazardous Waste (HHW) collections.
- Staffed one HHW collection at the Minuteman site in Lexington.
- Co-sponsored a composting workshop at Town Hall.
- Coordinated compost bin outreach and sales with the DPW.
- Helped Arlington High School develop a successful compost program on school grounds using compost bins provided by DPW.
- Updated educational materials related to recycling and waste reduction opportunities in Arlington.
- Organized a booth at Town Day in September to provide information on recycling, composting, and HHW collections.
- Worked with the Boy Scouts and SAVE group from Arlington High School to recycle bottles and cans at Town Day.
- Worked with town officials to implement and promote three cathode ray tube (CRT) collections at the Town DPW Yard through Goodwill Industries.



# CULTURAL and HISTORICAL ACTIVITIES

## Arlington Arts Council

The Arlington Arts Council (AAC) is a local council of the Massachusetts Cultural Council (MCC), and consists of volunteers appointed by the Arlington Board of Selectmen for a three-year term. Its main function is to support and encourage the arts, humanities, and interpretive sciences in Arlington by dispersing funds to deserving applicants. The majority of funds awarded by the AAC are received from the state through the MCC. Some funds are raised by the council. The AAC meets once a month at a public place, generally at either the Jefferson Cutter House or the Robbins Library, and all meetings (except for voting meetings) are open to the public. During 2001, three members resigned, five joined, and one changed status to associate member.

Once a year, in October, the AAC accepts grant applications. The deadline is preceded by several announcements in the Arlington Advocate, as well as by a publicized coaching session for those seeking help in completing their applications. Two presentation evenings are then held, where applicants can ask and answer questions and elaborate on their projects; these presentations are a valuable way for applicants to bring their projects to life and for council members to get a better idea of the proposed work. Soon thereafter, the council holds a voting meeting to decide which applications will be funded. Applicants not receiving funds are notified in November, and those receiving funds are apprised of the amount by the end of December (applicants may receive full or partial funding).

In our 2002 grant cycle, thirteen potential applicants took advantage of our coaching session. Then, forty applications were received from schools, individual artists, and cultural groups. The two presentation evenings, one held in the Community Safety Building and one at the Robbins Library, were well attended. The Arts Council then considered applications in a closed meeting. Of the applications, twenty-two awards were made from the total of \$21,010 awarded Arlington by the state (less administrative allowance and plus funds taken back from prior years). Decisions on this year's final granted amounts were delayed because of the late Massachusetts budget process.

As with every year, difficult choices had to be made in attempting to balance the needs of various segments of Arlington's population while supporting projects of merit. The awards for this year are as follows:

- Cantilena, Inc.--Choral Concert \$1,000
- Daniel F. Marshall--Concert of original music \$1,418
- Pasquale Tassone--Dance/Contemporary Music \$3,500
- Ruth Harcovitz--Music Performance \$500
- Adria Arch-Art Catalogue & Talks \$1,300
- Jennifer Ingram--Arlington Landscape Paintings \$790
- Mary Babic-Photographs/Bike Path \$950
- Margo Cooper-Photographs & Lecture/Blues Musicians \$2,254
- Arlington Children's Theater/performances \$1,000
- St. Agnes School-Art and Science Journal \$400
- Brackett School-Petticoat Patriot \$315
- Brackett School-Chariot of the Sun \$325
- Lesley Ellis School-Dancer/Artist in Residence \$195
- Townwide PTO Enrichment-Dance Caliente \$2,000
- Peirce School-Chinese Poetry/Ratiner \$600
- Stratton School-History Assembly \$385
- Thompson School-Bolivian Band Performance \$700
- Arlington Public Schools-Arts Collaborative \$822
- Arlington Center for the Arts-Performances in the Park \$2,000
- Arlington Center for the Arts-Open Studios \$2,000
- Karen Welling-Music, Art, Movement for Seniors \$960
- Alvin Harding-wRECKTANGLES/Sculpture \$50

Though much of the Arts Council's activity is concentrated from October through November, the council participated in various activities throughout the year. In the spring, the council held a reception at the Jefferson Cutter House to encourage new volunteers, and also examined and updated AAC bylaws. In May, eight members of the council attended a MCC-sponsored workshop for all new local cultural council members. At this workshop, members were given many new ideas on council affairs, were able to hear about other councils' projects and concerns, and were able to ask questions directly to a MCC representative. In June, the



## CULTURAL and HISTORICAL ACTIVITIES

Arts Council presented its annual Gideon Cohen Award, given each year to an outstanding fine arts student at Arlington High School. This year, the \$500 award was split between two recipients.

The Arts Council had a booth at Arlington's Town Day, to encourage awareness of the council and its mission. As members of the council painted children's faces, parents and other interested residents filled out a Community Input questionnaire. In October, AAC also had a table at the Arlington Arts Center during its Open Studios, at which community input questionnaires were featured and filled out.

Once a year, the council holds a community input meeting, at which Arlington residents are invited for the purpose of giving the council feedback on the arts in Arlington and how MCC funds could best be used. In 2002, the meeting will be held in the spring, at which ideas will be garnered for a 2002 AAC goal: to identify and begin a project that will be generated by the council, potentially using MCC funds as a partial source of money. Using those responses and the questionnaires received this year at Town Day and Open Studios, the Arts Council will also work on another mission, which is to clearly articulate several priorities for this year's funding. An unscientific analysis of the responses to our 2001 questionnaire shows that in general, residents were interested in public art exhibits and concerts, school artist-in-residence programs, poetry and storytelling, and reduced price tickets for school groups to attend cultural events. Additional programs people would like to see supported by the AAC include: student and teen art exhibits, town murals, multi-generational projects, and a town-wide project.

The MCC has provided the Arlington Arts Council with an e-mail address at which members of the council can be reached: [arlington@mass-culture.org](mailto:arlington@mass-culture.org).

### **Arlington Historic District Commissions**

The Historic Districts Act, MGL Chapter 40C was created to protect and preserve the historic resources of the Commonwealth through a local review system that encourages and ensures compatible improvement and development. Over 100 communities across the Commonwealth have enacted local historic districts to protect their historic resources and ensure the preservation of the character of their community.

Arlington has seven established historic districts that include 303 properties that the

community has recognized as unique resources worthy of protection. The seven districts and the dates they were established, or most recently enlarged are: Avon Place, 1996; Broadway, 1977; Central Street, 1982; Jason/Gray, 1998; Mount Gilboa/Crescent Hill, 1991; Pleasant Street, 1988; and Russell, 1983. The Arlington Historic District Commissions are required by law to review the architectural appropriateness of most proposed exterior design changes, whether they be a minor alteration, new additions, or removal of trim or structures. The commissions consist of qualified volunteers appointed by the Board of Selectmen and always include a property owner or resident of each district, an architect, a real estate professional, and a representative from the Arlington Historical Society.

During 2001, the commissions met on a monthly basis and held hearings for property owners seeking approval for certificates for exterior work to be conducted on their homes. Forty-two hearings were held. Of those hearings, twenty-eight certificates for construction work to be undertaken were approved as appropriate, no applications were denied; and eleven informal hearings were held for property owners seeking advice or resource information for work to be conducted.

At the request of all the property owners on Pelham Terrace (a small residential street off Pleasant Street), the commissions undertook a study and filed a preliminary report with respect to adding that area to the Pleasant Street District. Madelon Hope Berkowitz did the bulk of the historical research. This will be presented to Town Meeting for approval during the 2002 Annual Town Meeting.

With the much-appreciated assistance of the Department of Public Works, new district signs were deployed in each of the districts where signs were either missing, never erected, or of an older style. One of the signs was featured on the cover of the Massachusetts Historical Commission's new handbook for historic district commissions. Unfortunately, the new sign at the southerly end of Pleasant Street was not only knocked down but also taken away by some unknown person or persons.

For the first time, and after careful consideration and several meetings, the commissions approved the erection of a new building in the Mt. Gilboa/Crescent Hill District. Among the considerations that brought favorable action in the case were that the new structure would be on the footprint of a former barn, it is a fairly small structure, and the topography allows



## CULTURAL and HISTORICAL ACTIVITIES

it to nestle into a hillside, where it will not overwhelm its neighbors.

Last year Mr. Robert Botterio resigned after serving many years as the Russell Historic District Representative. Mr. Botterio's contribution of unlimited time and assistance to the ongoing efforts to preserve the character of the town's historic neighborhoods is greatly appreciated. Ms. Madelon Hope Berkowitz was appointed Commissioner At-Large and one position remains vacant for a Broadway District Representative.

The following summarizes the activity of the commissions in 2001:

- |                                       |    |
|---------------------------------------|----|
| • # of Certificates Approved          | 22 |
| • # of fences approved                | 4  |
| • # of fences denied                  | 0  |
| • # of fences in violation            | 1  |
| • # of Non-Applicability Certificates | 3  |
| • # of Certificates Denied            | 3  |

(one for vinyl siding, one for a new structure with garage, lack of information of an additional structure)

- Fence Policy Distributed
- Distribution of Brochure to all homeowners

### Arlington Preservation Fund

Arlington Preservation Fund Inc. is a non-profit corporation of nine members appointed by the Board of Selectmen, and initially founded by Community Development Block Grant money. The principal purpose of the fund is to make low-interest loans for historic preservation projects in the town. The current interest rate on loans is 3½%.

These lower cost home improvement loans make it more feasible for property owners to have the work done correctly by historical standards whether the properties are in one of the seven historic districts, or listed on the Town's inventory of historically or architecturally significant buildings.

The fund granted four loans in 2001, a 100% approval rate. The properties benefiting were located in the Mount Gilboa/Crescent Hill Historic District and on Massachusetts Avenue. One project that has attracted particular notice is the restored fence at the Wayside Inn building in Arlington Center.

Violet B. Harp, a founding director, and real estate representative on the board resigned. Gail C. Kiely, who has served for many years as the Historical Commission's representative agreed to take the real estate broker position,

and the Historical Commission nominated Patrick Guthrie as its representative. Other members are: Thomas Wray Falwell, lawyer, Andrew S. Fischer, Schwamb Mill Preservation Trust, Harold L. Goldsmith, banker, Clark L. Griffith, architect, Alan McClennen, Jr., Director of Planning and Community Development, John L. Worden III, Historic District Commissions, and Daniel A. Xenos, Historical Society.

Officers continued as in the past several years. John L. Worden III, President, Thomas Wray Falwell, Vice President, Harold L. Goldsmith, Treasurer, and Charlene Lemnios, Secretary.

The fund employs a bank to service its loans and the changes that have occurred in recent years represent a microcosm of what has been occurring in the banking industry. Originally, the Arlington Cooperative Bank was selected, but it was taken over by Cooperative Bank of Concord, and the loan operation moved to Acton. The location did not change when U.S. Trust absorbed Concord Cooperative, but when Citizens took over and moved its loan operation to somewhere in the Midwest, the fund switched to the Belmont Savings Bank.

### Cyrus E. Dallin Art Museum

Travelers driving through Arlington on Route 2 now see one of Cyrus E. Dallin's greatest creations atop the spire of the new Boston Temple of the Mormon Church; his gilded *Angel Moroni*. This new landmark is a tribute to its creator, one of America's first and greatest visualizers of American patriotic and heroic themes, and resident of Arlington for his last 44 years. Overlooking Arlington and metropolitan Boston, it embodies the ongoing relationships between Dallin, The Cyrus E. Dallin Art Museum, and the local and global community.

### Holdings

During 2001, the Museum's collection continued to expand through purchases, gifts, and loans. Restoration and conservation efforts have continued, with work proceeding on several plaster models, all to be completed in 2002.

The most notable acquisition was the purchase of *Julia Ward Howe*. This larger-than-life portrait in plaster, a tribute to the author of *The Battle Hymn of the Republic*, is a Caproni Brothers cast. Casts from the Caproni Catalog were sold to schools and collectors at affordable prices, making Dallin's images nationally popular.



## CULTURAL and HISTORICAL ACTIVITIES

Dallin's great-granddaughter donated three works, all on permanent loan. These include:

- *My Granddaughters*, a large plaster relief;
- a bronze medallion from the New York Archery Association; and
- Victor D. Brenner's *New York Art Association Medal*. Brenner is best known as the designer of the Lincoln penny.

Additional gifts and loans include:

- A silver cast of *Theodore William Richards Medal*, a gift from the American Chemical Society Northeastern Section;
- The *Eastern Archery Association Medal*, a plaster cast;
- Numerous smaller objects and photographs from various donors.

Other donations include two computers, a laser printer, and an antique chair.

In 2001, the Museum began the process of negotiating loans for *The Algerian Panther* (Dallin's earliest surviving work), a reproduction of *Massasoit*, and Dallin's painting of his son Lawrence's home. Acquisition of these pieces will be completed in 2002.

By the end of the year, the collection had increased by over twenty-five percent. The continued expansion has resulted in the Museum outgrowing the small building in which it is temporarily housed.

Restorations are proceeding for the plaster models of the *John W. Horne Medal of Honor* and the *Theodore William Richards Medal*, as well as *The Scout*, which is being restored partly from casts belonging to The Kansas City Museum/Science City.

### Communications and Outreach

This year the Museum has worked to strengthen and expand upon programs and relationships begun in the past. Its communications and outreach efforts continue to augment its public presence locally, nationally, and overseas, resulting in annual visitation that has already exceeded initial projections by a factor of three.

Through its active web site, [www.Dallin.org](http://www.Dallin.org), the Museum continues to answer many inquiries and learn of the locations of other Dallin sculptures.

An intern from the Tufts University Museum Studies Program contributed 200 hours of assistance to the Museum, organizing the collections' database and other administrative and operational systems.

The Museum continues to solidify its relationships with other institutions and scholars, most notably:

- The Kansas City Museum/Science City, for assistance in the restoration of *The Scout*;
- The Museum of Church History and Art in Salt Lake City, which has continued to donate photographs of other Dallin monuments, and has promised another loan of three portrait busts; and
- Rell G. Francis, who granted permission for the serialization of *Cyrus E. Dallin: Let Justice Be Done*. Excerpts from his authoritative study will begin running in the *Arlington Advocate* throughout 2002.

The serialization of Rell Francis' book gives testament to the Museum's strengthening relationship with the local media. In November, *The Arlington Advocate* ran a Thanksgiving editorial to commemorate Dallin's 140<sup>th</sup> birthday, urging the town to support the Museum. Additional press coverage for the year has included regular listings not only in the *Advocate*, but in *The Boston Globe* as well.

Thanks to two Arlington High School history students who had assistance from AT&T Broadband, The Dallin Museum experienced its first televised presence in 2001. Several board members were interviewed for a documentary, which was broadcast on Arlington local cable.

The Museum's educational outreach program continued to expand through tours hosted for various school and cultural groups, including exchange students from Arlington's sister city in Japan.

The Museum continued to participate in Town Day and has increased its visibility through its cooperative efforts with The Arlington Center for the Arts, the *Arlington Advocate*, The Schwamb Mill, and The Freedom's Way Heritage Association.

The Museum continues to attract volunteers who keep it open during regular hours.

### Grants and support

The Museum received a grant from the Massachusetts Cultural Council as disbursed by the Arlington Arts Council to be used towards the restoration of *The Scout*, and is in the process of applying for additional monies in 2002.



# CULTURAL and HISTORICAL ACTIVITIES

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## Merchandise

This year the Museum took its first steps towards establishing retail operations when it acquired a line of Arlington-themed, American made merchandise. The Museum held a holiday shopping event in December with these items and others for sale. Efforts to promote further sales will continue in 2002, with all proceeds directly benefiting the Museum.

## 2002 and Future

The Museum has designed and will construct its fourth and most essential gallery, devoted to Dallin's sculptures of Native Americans. These works, the foundation of Dallin's modern reputation, started an ongoing tradition in American Western art. The gallery will show plaster or small bronze versions of a number of well-known monuments: *The*

*Menotomy Hunter, the Appeal to the Great Spirit, the Medicine Man, the Scout, Massassoit*, as well as the unique *Redbird and Daughter*.

The museum is preparing for Dallin's 150th anniversary in 2011, which is certain to be the occasion for exhibits and publications. It has begun to assemble a complete collection of the Caproni Brothers' casts of Dallin's sculptures, either for exhibit in Arlington or at another museum.

The Cyrus E. Dallin Art Museum is now a firmly established presence in Arlington and becoming a strong actor in the cultural life of the town. It is open daily from noon to four; admission is free. The collection is professionally maintained and attractively shown. The Board of Trustees looks forward to an expanding collection, to increasing numbers of visitors, and greater public awareness of Dallin and the Cyrus E. Dallin Art Museum.



# COMMUNITY SAFETY

## Police Services Division

### Overview

The Town of Arlington is a diverse, suburban bedroom community. As such, we experience crime and disorder problems unique to that type of community. During 2001 the department received 20,935 calls for service, a 13% increase over the previous year. The Police Services Division is proud that through our community policing initiatives the citizens of Arlington have come to expect collaborative and creative solutions to crime and the fear of crime.



*The newly formed Arlington Police Honor Guard in front of Police Headquarters. Front row left to right: Officers McGurl, Rateau, Gallagher, and Brydges. Back row left to right: Officers Pedrini, Boyle, Kindle, Johnson, and Corbett.*

### Reorganization

The Town of Arlington has made significant recent investments in its police department. A consultant firm was hired to study the structure and operation of the Arlington Police Department. The consultant published its report in September 2000. As a direct result of the recommendations contained in the study, the Town funded a major reorganization of the police department. During the year 2001, many of the suggested changes contained in the reorganization plan were implemented. Among the changes brought about was the creation of three new positions within the Arlington Police Department: a lieutenant devoted full time to community policing and public information duties, a lieutenant assigned full time as the commander of a newly formed traffic and parking unit, and a captain assigned full time to accreditation and professional standards. These changes are part

of a general reorganization and redirecting of effort away from reactive policing and toward innovative, proactive community policing. The Police Services Division stands at the threshold of a redefined and rededicated police department. It has been presented with an opportunity to make fundamental organizational changes that will bring it to its goal of integrating community policing principles into every aspect of the Arlington Police Department.

### Strategic Planning

The division's strategic planning committee, made up of members of all ranks, continued to plan for the long-term needs of the division and the community. The committee involved itself in the development of strategic goals and objectives for the coming year. These goals and objectives will be used to direct programs for 2002.

### Community Policing

Community policing is both a philosophy and an organizational strategy that recognizes the importance of collaboration between law enforcement, all branches of government, and the citizens of a community. It is a move away from the reactive policing of the past, which focused primarily on individual incidences of crime and calls for service, and toward proactive policing involving partnerships with every segment of the community. The Arlington Police Services has made a commitment to integrate the community policing philosophy into all aspects of the division. Toward that goal, the division engages in a number of community-oriented activities throughout the year. Among the division's activities in 2001 were the following:

- Bicycle and foot patrols with special emphasis on recreational areas and public housing.
- Community meetings with local neighborhood groups and Town committees.
- Child safety seat installation and inspections designed to protect young lives.
- A highly successful Bicycle Safety Rodeo where, using grant money, the division provided bicycle safety and riding skills instruction as well as bicycle helmets to local youth.
- Community based domestic violence programs including a presentation of *The Yellow Dress*, a play illustrating the dangers of dating violence.



# COMMUNITY SAFETY

- Assisting in youth mentoring and after-school study groups.
- Complaint based traffic enforcement in which resources are allocated to solve specific neighborhood traffic problems.
- Outreach to Town boards and departments such as the Council on Aging and the Arlington Housing Authority.
- Instruction in the RAD program that provides women with self-defense and survival skills to reduce incidents of violence against women.
- Engaging in community problem solving to solve neighborhood problems and reduce the incidents and fear of crime.
- Training in such subjects as elder safety and exploitation-prevention issues, police bicycle skills, family violence issues, mental health issues, critical incident management, and effective problem solving.

## Partnerships and Coalitions

During 2001 the division continued successful partnerships with local coalitions. As a member of the North Eastern Metropolitan Law Enforcement Council (NEMLEC), the division benefited from access to the extensive resources (training, equipment, and manpower) that the regional coalition offers. The Arlington Police Services also continued its participation in the Suburban Middlesex County Drug Task Force, which shares investigative resources and manpower between eight area communities. Collectively, the Drug Task Force compiled impressive statistics with:

- The arrest of 88 persons.
- The seizure of 1,892 grams of cocaine, 33 pounds of marijuana, 1,190 bags of heroin, 803 dosage units of controlled or contraband pills, \$544,321 cash, 9 motor vehicles, 8 handguns, 153 boxes of fireworks and two properties.

Within the community, the Police Services Division entered into a highly productive partnership with the Arlington Housing Authority aimed at preserving the quality of life in and around public housing areas in town. The division is appreciative for the cooperation and support of the Authority. The division also initiated programmatic contacts with the Council on Aging designed to improve and expand police elder initiatives. This enhanced partnership holds the promise of exciting and innovative new programs.

## Crime

Traditionally, the Arlington Police Services, like many departments throughout the country, has compiled and reported crime statistics using the Uniform Crime Report (UCR) format. That format measured seven crimes: criminal homicide (murder/manslaughter), rape, robbery, assault, burglary, larceny, and motor vehicle theft. As a true measure of crime and as a predictor of crime trends it was insufficient. In July 2001, the division stopped recording crime using the UCR format. In its place the division moved to a more accurate measure known as the National Incident Based Reporting System or NIBRS. This format allows for the recording of a wide variety of offenses and allows for the recording of more than one crime per incident (the UCR system allowed for only one crime per incident – the most serious). The change to NIBRS is in process and just about complete. Ultimately the move to the NIBRS format will benefit the division in a number of ways. Many state and federal grants require recipient departments to be NIBRS compliant. Use of NIBRS will allow for the presentation of crime figures that more accurately reflect the true picture in Arlington. Finally, collection of data in the NIBRS format will allow for accurate crime mapping and analysis. The use of crime mapping and analysis will allow for the more efficient deployment of resources and permit forecasting of trends in order to better address crime in the neighborhoods. For the present, however, the change over has presented a dilemma for the Police Service Division in as much as data is now stored in two incompatible formats for the year 2001. As a result, direct comparisons to previous years are not possible and total crime figures for 2001 could only be estimates based on careful examination and comparison of unlike formats. For this reason, crime statistics are not reported here for the year 2001. It can be reported that, based on the UCR data available, the first half of the year 2001 saw only a modest rise in crime with rapes and burglaries down moderately while assaults, larcenies, and motor vehicle theft showed a moderate rise.

## Traffic Enforcement and Vehicle Safety

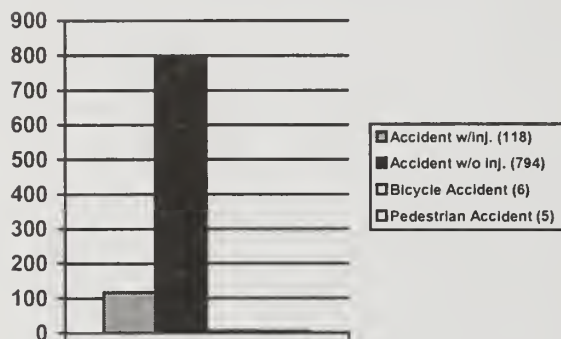
Citizen surveys done by Crest Associates and calls from citizens and community groups clearly show that traffic enforcement and safety is a major concern of Arlington's public. As a result, the Arlington Police Services have made



# COMMUNITY SAFETY

traffic enforcement and safety a priority. Significant resources were placed into the effort in 2001 including the establishment of a traffic unit.

## TRAFFIC ACCIDENTS



The unit will be responsible for monitoring and soliciting citizen cooperation in complying with state and town motor vehicle laws, parking regulations, and pedestrian rules in an effort to improve the overall quality of life for our citizens while traveling the streets of Arlington. A lieutenant and two parking control officers, who will be joined in 2002 by two additional full time patrol officers, presently staff the traffic unit. The duties of traffic officers will include radar enforcement, all traffic and parking violation enforcement, traffic safety recommendations, traffic studies and analysis, traffic accident investigation, and accident reconstruction. The unit uses a marked police vehicle without overhead lights for low profile enforcement action, motorcycles for ease of deployment, and a Ford Explorer for access to all terrain and placement of the traffic monitor. The traffic monitor and counters are used for measurements of speed and vehicle counts on roadways. The traffic unit works cooperatively with the Town Engineer, the Town's Transportation Advisory Committee, and the Public Works Department. The goal of the unit is to make the community safer by implementing the three E's of *Enforcement, Engineering, and Education*.

## Criminal Investigation Bureau

The year 2001 was an active one for the Criminal Investigation Bureau (CIB). The division's domestic violence officer, Inspector Joyce Wilson, investigated over 150 cases of domestic violence and provided services to

victims. In addition, during the months of January and February Inspector Wilson conducted seminars at Arlington High School dealing with teen dating violence. Through her efforts, the victims of this serious social problem find the relief needed to continue with their normal lives.

On January 1, 2001 Inspector Sean Kiernan was assigned full time to the Suburban Middlesex Drug Task Force. His absence in the CIB created a position within the office for another detective, the position was filled throughout the year with five different officers from the patrol division who were assigned temporarily for six-week periods. This created a valuable training opportunity for the officers as well as benefiting the work of the division.

Another addition to the CIB this year was Officer Gary Provenzano who now handles all firearm permits and licenses. This year 168 permits were processed through the CIB. Officer Provenzano also handles many follow-up investigations.

The police prosecutor, Inspector Mike Sheehan, acts as the division's court liaison and handled over 500 criminal cases in 2001. Additionally, approximately 480 motor vehicle hearings and 70 criminal hearings were held during 2001.

The average number of cases investigated per month is thirty. Inspectors Ilene Johnson and John Boyle, investigate the bulk of these cases. Major cases investigated and solved in 2001 included:

- The Vincent Cuomo larceny case, which resulted in Cuomo being arrested and charged with larceny of over \$100,000 through the use of fraudulent credit cards in Arlington and surrounding communities.
- The conclusion of a case involving a deceased infant in which the mother and father were charged with concealing the death of a newborn baby.
- Conclusion of an investigation into breaks at local businesses, which resulted in the recovery of \$250,000 worth of stolen computer equipment and the expected indictment of members of a stolen property ring.
- The arrest of a suspect in a stabbing case that occurred on Route 2 in Arlington. In that attack the victim received near fatal wounds.
- A near fatal shooting involving roommates in which the perpetrator was arrested within twenty minutes of the crime and later indicted for assault with intent to murder.



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The Criminal Investigation Bureau also continues to pursue many active investigations begun but not ended in 2001. Most notable among those cases is the investigation into local area pharmacy robberies. Arlington detectives are working in close collaboration with a Task Force based in the Office of the Attorney General. Although some arrests have been made in various communities, including Arlington, the work of the Task Force continues.

## Animal Control

The Animal Control Unit consists of one full-time animal control officer and one part-time officer. They are charged with enforcement of the bylaws relating to animals in Arlington as well as the care and custody of strays. During 2001 animal control officers impounded thirty-eight dogs and returned thirty-seven to their owners. One dog was adopted out. The officers issued sixty-one citations for dog violations, which returned \$520 to the Town Treasury. Several of the citations issued were warnings.

## New Officers

The Police Services Division added seven new officers to its ranks in 2001. These new hires filled positions created both through attrition and through authorization for new positions. On November 9, 2001 five officers graduated from the Lowell Police Academy. Beginning their careers as Arlington Police Officers were: Officer Gina Bassett, Officer Chadwick Brown, Officer Gregory Flavin, Officer Michael Hogan, and Officer James Kiernan.



*Chief Ryan with new officers, November 9, 2001 at the Lowell Police Academy. Left to right: Officers Brown, Kiernan, Chief Ryan, Officers Hogan, Bassett, and Flavin)*

On December 19, 2001 two officers graduated from the Boylston Police Academy. After being sworn in, Officer Gary Grinnell and Officer Michael Wesley joined the Police Services

ranks. The best wishes of the division go out to these officers for long and fruitful careers.

## Retirements

Officer John Brescia retired after 15 years as a police officer. The division wishes John well in his future endeavors.

Officer Anthony Chella retired after 32 years with the division. Officer Chella served in a variety of assignments during his career including night detective. He was well known for his humorous nature and thorough approach to his work. A true role model for younger officers, Tony will be missed and we all wish him well.

## Promotions and Assignments

The reorganization of the Police Services Division brought with it a number of promotions and reassignments in 2001. Lieutenant Richard McLaughlin was promoted to the rank of captain and assigned as the Community Services Commander (formerly called Patrol Division Commander). Captain Richard Kennefick was reassigned as Support Services Commander from his previous position as Community Services Commander. Captain Paul Coughlin was reassigned from Support Services to a new position as Professional Standards and Accreditation officer.

Sergeant James McHugh was promoted to the rank of lieutenant and assigned as officer-in-charge of the newly created Traffic and Parking Management Unit. Sergeant John Serson was promoted to lieutenant and assigned to the newly created post of Community Services Officer. Sergeant James White was promoted to lieutenant and assigned as Training and Support Services Officer.

Officer Richard Flynn, Officer Robert Bongiorno, Officer Richard Pedrini and Officer Juliann Flaherty were promoted to the rank of sergeant. All of the new sergeants were assigned as patrol supervisors within the Community Services Division. The promotion of Sergeant Flaherty was particularly noteworthy as it represents the first time a woman has held a supervisory rank within the Police Services Division.

The division wishes all those promoted and reassigned best wishes for success in their new roles.

## Awards and Achievements

Each year one police officer is chosen as Officer of the Year. In 2001 Inspector Michael Sheehan was chosen for that honor. Inspector Sheehan has consistently displayed sound



## COMMUNITY SAFETY

judgment and the highest quality of service as an Inspector and creative problem solver. He demonstrates deep concern for the welfare of fellow officers and has truly earned the respect of those with whom he has contact. He serves as an image for others to emulate and his courteousness repetitively earns public praise. He well deserves the honor given him.

To complement the existing award, during the year 2001 the Arlington Police Services Division instituted a new employee recognition program. Having a positive program of recognition for outstanding performance is recognized as important to a quality based organization. Officers who display action and performance above that which is normally expected of a police officer in the routine performance of their duties are to be commended for their accomplishments. The new awards, in ascending order of honor, include a Letter of Commendation or Recognition, a Certificate of Commendation, the Meritorious Service Ribbon, and the Medal of Honor.

At the annual Police Ball five officers received Meritorious Service Ribbons. The ribbons are given for a highly unusual accomplishment under adverse conditions with some degree of hazard to life and limb, or where death or injury to a third party is prevented. It may also be awarded for an act performed in the line of duty, which through disregard for personal safety or prompt and alert action, results in the saving of a life.

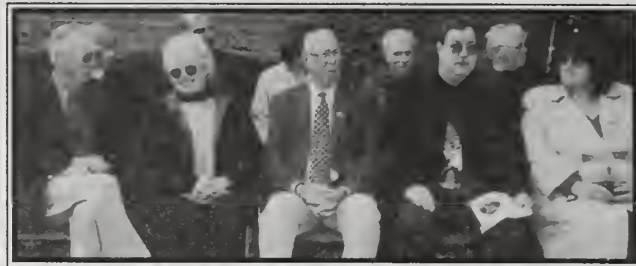
Officer James Fitzpatrick was awarded the Meritorious Service Ribbon for his actions in the arrest of a suspect wanted for armed car jacking. Officer Robert Hughes was awarded the Meritorious Service Ribbon for his actions in the apprehension of two men wanted for the armed robbery of a local pharmacy. Sergeant Frank Bourgeois and Officers Michael Flynn and Brenden Kiernan were awarded the Meritorious Service Ribbon for their actions in rescuing a hostage and apprehending two armed suspects during the armed robbery of a local video store.

The actions of these officers were in the finest tradition of the Police Service and bring honor upon themselves and the division. All members of the Police Services Division are proud of these officers and their dedication to duty.

### Cody Memorial

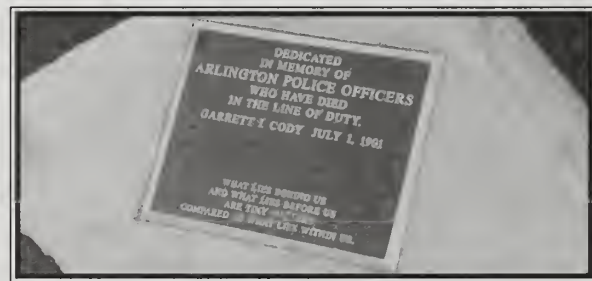
On July 1, 1901 Officer Garrett Cody of the Arlington Police gave his life in the performance of his duty. Officer Garrett was shot four times by a mentally disturbed

individual who Cody was attempting to arrest. That individual, John George Smith, had earlier attempted to murder an Arlington merchant with a knife. Officer Cody was buried the following Friday in Saint Paul's Cemetery, East Arlington.



*Descendants of Officer Garrett Cody*

On October 28, 2001 the men and women of the Arlington Police Department along with supporters from the community celebrated the life and sacrifice of this fallen hero. A Mass in remembrance of Officer Cody was celebrated at 10:30 a.m. in Saint Agnes Church. Immediately following the Mass, a contingent of police officers marched from Saint Agnes Church to Officer Cody's burial site in Saint Paul's Cemetery. There a wreath was placed on his grave. After completion of the wreath laying ceremony, the police contingent proceeded to Arlington Police Headquarters. At the front of the building, a permanent memorial marker was dedicated to the memory of this brave man who was eulogized in this way, "stern and unyielding in the discharge of his duty, he was never unkind, and he had a genial way that made him personal friends to an unusual degree. When we say the children liked Officer Cody we give the best illustration of just what a disposition he possessed."



*The Cody Memorial Marker*

The Arlington Police wishes to thank all members of the community who joined with us October 28 to honor Officer Cody. Special thanks are offered to Lieutenant Paul Dooley who worked tirelessly to fund the effort and to have the marker placed and to Officer Gary Provenzano who worked to have Officer Cody's name placed on the wall at the National Police Memorial in Washington, D.C.



# COMMUNITY SAFETY

## Fire Services Division



The Fire Services Division has numerous responsibilities. They include: fire suppression, hazardous materials, fire prevention, fire safety education, code enforcement, fire investigations including cause and origin, specialized training in search and rescue operations including ice and water rescues, and assisting the citizens of Arlington with fire safety concerns.

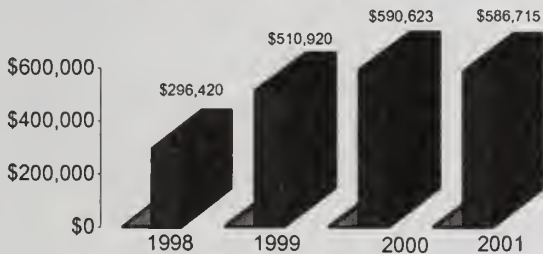
The Fire Services Division responded to 4,213 incidents in 2001. The numbers of responses by type are shown in the chart.

### Incidents by Type - 2001

Structure Fires	247
Vehicle Fires	16
Medical Emergencies	2,237
Outside Fires	39
Assistance to Persons	203
Hazardous Conditions	254
Lock-outs/Lock-ins	82
Water Evacuations	143
Mutual Aid	71
False Alarms	80
Fire Detection Malfunctions	336
Miscellaneous	505

There was a slight decline in property dollar loss in the past year. Property losses to buildings and contents totaled \$529,915 while the dollar loss from vehicle fires was \$56,800. Taking into consideration the property values in Arlington, these losses were minimal.

### Estimated Dollar Loss: 1998-2001



A Presidential Declaration of Emergency was called for the second time in five years because of the March flood that affected several towns in the Metropolitan area. The Fire Service Division responded to 323 calls for assistance to residents and business owners. As a result, the Federal Emergency Management Agency (FEMA)

made available low interest loans to homeowners who needed assistance to replace contents lost through water damage.

The Fire Services Division was successful in receiving two State grants and one Federal grant this year.

Through the efforts of the State Fire Marshal, the Commonwealth of Massachusetts offered a \$10M statewide grant for the Massachusetts Firefighter Safety Grant Program. The Fire Services Division was awarded a grant of \$44,542 in March. The division made the decision to purchase three thermal imaging cameras along with a remote TV monitor, which allows the Safety Officer on scene to see everything the firefighters are viewing with the cameras inside the building. The equipment was placed on each first due fire engine. These cameras literally allow firefighters to see through smoke. The cameras work by picking up heat sources. Thermal imaging has been used by the military for many years and only recently has this technology been made available to the fire service to search for missing people in smoke filled buildings. It was soon realized that this tool had other uses and was used to look for hidden fire in the walls of a house struck by lightning. In addition, three floatation suits, used for cold water and ice rescues, were replaced.



*Firefighter Shawn Sullivan demonstrating the use of a thermal imaging camera.*

The Federal government also made available a \$100M grant for firefighter safety. The Fire Services Division submitted an application to implement a wellness and fitness program for its firefighter and in August were awarded \$207,287.

The demands of being a firefighter can be quite extraordinary. Firefighters are called upon to perform at peak capacity under the most strenuous conditions. Being physically fit can mean the difference between life and death for them or the victims they race to save. The



money received from this grant will be used to purchase exercise equipment, employ a full-time exercise physiologist, physical examinations, and immunizations, along with individual health risk and fitness assessments. Also included will be wellness lectures that offer topics such as stress management, cardiac care, nutrition, and weight management.

The aftermath of the terrorist attack of September 11 brought about a new challenge to the Fire Service; that of bio-chemical threats from anthrax. Statewide hazardous material response teams investigated over 700 anthrax scares and threats. In Arlington, they responded to four incidents. As a result, to this impact on manpower and resources the States Fire Marshal's Office developed a protocol whereby every fire department in the Commonwealth was trained in the safe handling of suspicious mail. Arlington's two hazardous material technicians investigated mail suspected of containing anthrax utilizing this protocol. Fortunately, to date, all suspicious packages and mail proved to be negative for traces of anthrax.

Deputy Chief Wayne Springer of the Fire Prevention Division and the Town's Building Inspector inspected all vacant buildings in Arlington. Because of these inspections the Time Oldsmobile building and the old Subaru dealership building were deemed unsafe for interior firefighting and have been placarded with a universal symbol to alert responding firefighters of these dangers.

The division continues to review its standard operating guidelines (SOG's) to make firefighter safety a top priority.

The complete renovation of the three fire stations remains one of the division's leading priorities. As recommended by the Capital Planning Committee a comprehensive facility needs assessment is underway. This study was awarded to MMA Consulting Group of Boston. This study will recommend a two fire station versus three fire station approach to fire protection. The study will also review staffing along with vehicles and equipment needs. In addition, recommendations on providing a fire-based paramedic program by the Fire Services Division will be focused upon. The final report should be available by the 2002 Town Meeting.

The Fire Services Division has updated its website that is linked to the Town of Arlington home page. This site gives the citizens of Arlington a better understanding of the services provided along with an opportunity to contact staff personnel should the need arise. Included in this site is a profile of the division, its history,

fire safety tips, and a photo gallery along with links to other related websites and contacts. The Fire Services Division invites you to visit at <http://www.firedept.arlington.ma.us/>. Firefighter Robert Morse designed the site and works closely with Robert Sprague the Town's Webmaster.

## Emergency Medical Services (EMS)

The Division of Fire Services has been member of the North Suburban Emergency Medical Consortium (NSEMC) for fourteen years. The NSEMC has recognized the fire division for continued support and excellence in emergency medical service. The consortium is comprised of fire departments from five surrounding cities and towns and is affiliated with Lahey-Hitchcock Clinic, Winchester Hospital, and Saint Elizabeth Hospital. The consortium is in a partnership agreement with Armstrong Ambulance Service, which provides paramedics for advanced life support (ALS) services.

This year marks the thirtieth year the Fire Services Division has provided pre-hospital emergency medical services to the citizens of Arlington. Currently the division employs sixty firefighter/emergency medical technicians (EMT's). Captain Kevin Shaw is the division's emergency medical services coordinator. In addition to his duties as a line officer, Captain Shaw is responsible for all recertification requirements of the EMT's and first responders.

Ambulance incidents are identified as basic life support (BLS) or advanced life support (ALS). The information a central dispatcher receives from a caller determines whether the incident warrants an ALS or BLS response.

A BLS incident is defined as non-life threatening. Response to a BLS incident consists of the closest engine or ladder-company staffed with first responders along with the division's rescue/ambulance staffed with two firefighter/EMT's.

An ALS incident is defined as life threatening. In addition to the above, paramedics from Armstrong Ambulance Service respond to administer oral and intravenous medications, cardiac monitoring, and intubations.

The Fire Services Division's rescue/ambulance responded to 1,748 medical emergencies during calendar year 2001.

A breakdown is shown in the following chart:



# COMMUNITY SAFETY

## Ambulance Responses - 2001



The division also conducted external cardiac defibrillator training twice this year. Defibrillators are devices that shock a patient's heart into a normal rhythm during a cardiac arrest. All division emergency vehicles are equipped with external cardiac defibrillators.

State wide expanded medical care protocols have been instituted at the local level, which will greatly enhance the delivery of fire-based emergency medical care in the twenty-first century. The division's firefighters and EMT's are committed to providing the best effective, appropriate, and professional service to the citizens of Arlington.

## Fire Prevention Division

The *Division of Fire Prevention and Investigation* is committed to providing the citizens and visitors to the Town of Arlington the safest possible environment in which to live, work, and visit. The Arlington Fire Division received the Life Safety Achievement Award for 2001 from the Residential Fire Safety Institute. This recognition is the direct result of a fire safety awareness program that targets the two at risk groups in our community, the school children, and the senior citizens.



The *SAFE, Student Awareness of Fire Education*, program has been an extremely successful curriculum that has been presented to the grammar school children since 1996. Twenty firefighter SAFE instructors present age appropriate fire safety demonstrations and lectures to the elementary school students each spring and fall. The life safety award is a direct result of the *SAFE* program and the *Division of Fire Prevention's* enforcement of fire codes and regulations. The Arlington Fire Division was once again successful in receiving a State grant of \$5,107.71 to implement this lifesaving program.

The second group of at risk members in our community is our senior citizens. *Remembering When: A Fire and Fall Prevention Program for Older Adults* is a fun, interactive, and nostalgic approach to reduce the death and injuries from fire and falls. The older adult population is twice as likely to be killed or injured by fires or falls, compared to the general population. Some of the sixteen key messages that the program emphasizes are: give space heaters space; provide smokers with deep, large ashtrays; smoke alarms saves lives; plan your escape around your abilities; clear the way; take your time; throw rugs can throw you; and slippery when wet.

The program was presented to the residents of Chestnut Manor in November and to the fifty members of the Visiting Nurses Association in December of 2001. Group presentations will be offered in 2002 at the following locations that house senior citizens: Cusack Terrace, Winslow Towers, Drake Village, and the Council on Aging at the Central School.

In 2001, the fire division enrolled three more fire officers in the State Fire Marshal's Fire Investigation Course. The Fire Investigation Unit (FIU) is comprised of five fire officers and one police detective. The FIU members are: Deputy Chief Wayne Springer, Captain Michael Tierney, Lieutenant Robert Largent, Lieutenant Robert Paone, Lieutenant Brian Gera, and Police Detective John Boyle.

Every fire incident, no matter how obvious the cause or how minimal the loss, is investigated and documented by the FIU. Fire incidents that are suspected of being incendiary are investigated in partnership with state police fire investigators assigned to the State Fire Marshal's Office. This cooperative effort brings experienced investigators to a scene to assist the local officers in determining the cause and origin of the fire. If flammable fluids are suspected, the State Police investigators will respond with an accelerant-detecting dog to confirm that suspicion and to determine the origin of the flammable material.

According to FBI statistics: arson is the number one crime committed by juveniles; 45% of set fires are caused by children; fire is the leading cause of accidental death in the home for children under the age of five; and fire setting is a treatable behavior.

The Middlesex County District Attorney's Office in collaboration with the Massachusetts Statewide Coalition for Juvenile Firesetters Intervention Program, local Fire and Police Departments, State Fire Marshal's Office,



## COMMUNITY SAFETY

District Courts, Public Schools, of Social Services and Housing Authorities, established the Middlesex Juvenile Firesetters Intervention Program throughout the District.

The Arlington Fire Division recognized the benefits of this program and joined the coalition this year. Four firefighters, James Donovan, Brian Sweeney, James Bailey, and Paul Moniz have completed forty hours of training to be qualified to interview and screen juveniles who have been referred to them as fire-setters.

In March 2002, these firefighters will continue to train after enrolling in a forty-hour Educational Training program. These firefighters have been involved with the interview and screening of four Arlington juveniles who have been referred to the program.

Firefighter Bailey will be an instructor, along with a Belmont firefighter, in a ten-week Fire Safety Education School being presented to four Arlington and Belmont youths. In a collaborative effort between the Arlington Fire Division and the Germaine Lawrence School, the firefighters will be presenting the ten-week fire safety education program to seven teenage female students. This is a unique opportunity for the Arlington Fire Division to be involved proactively in community fire safety education. Statistics show that left untreated, fire-setting has an 81% recidivism probability. When someone such as a parent, family member, friend, or schoolteacher becomes aware of a juvenile who is exhibiting fire-setting behavior, they should call the *Division of Fire Prevention and Investigation* at 781-316-3803 to obtain confidential counseling for the youth.

The Arlington Fire Division and its Firefighters are committed to providing appropriate, knowledgeable, and professional service, on time, every time, to the community we serve.

### Training Division



*Firefighter Alfred Sharpe practicing ice rescue procedures.*

In the year 2001, the fire division conducted training on various subject matters that will allow Arlington firefighters to remain proficient in all areas of fire suppression and emergency medical services.

Cold water/ice rescue emergencies were covered, culminating with practical evolutions held at the Mystic Lakes.

The fire division went to the Alewife MBTA station and along with MBTA safety instructors, training was conducted which included; safety measures regarding the energized third rail, power shutoffs, and tunnel communications between the two agencies. In addition, the extrication of victims from the trains as well as potential medical problems and logistics were discussed.

The fire division was fortunate to have two buildings to train on before their demolition. A residential home on Park Street was used to practice peaked roof ventilation and safety measures regarding roof operations. A commercial building on Water Street was used to practice hose line advancement, forcible entry techniques, roof ventilation, and search and rescue.

The division also conducted training on responding to carbon monoxide incidents. Carbon monoxide is an odorless, tasteless, and colorless gas. Firefighters reviewed potential sources and identified signs and symptoms of



*Training Officer, Captain Robert Casey, explaining peaked roof ventilation techniques*

those who may have been exposed to this poisonous gas. In addition, a representative from KeySpan came to Arlington to discuss gas properties and gas related emergencies.

Attorney Owen Carrigan met with Arlington firefighters to discuss legal issues that firefighters and emergency medical technicians may encounter while performing their job.

Medical training for EMT's and first responders included; heat related emergencies,



# COMMUNITY SAFETY

stroke, cold weather emergencies, and all types of shock and burns.

This year, through a grant, the division received three thermal imaging cameras. The division conducted training on this new equipment. The thermal imaging camera enables a firefighter to search a building with greater speed and accuracy as well as helping to identify fire extension in a structure.

The Fire Division conducts training on engine pump hydraulics and ladder pipe operations throughout the year.

## Support Services

A master mechanic, fire apparatus repairman, and motor equipment repairman make up the Apparatus Motor Division. Their responsibilities include repair and maintenance of all equipment used by the Fire Services Division. They are additionally responsible for the upkeep and installation of the radio communications equipment in all emergency vehicles including central dispatch and the maintenance of the air-supply equipment for self-contained breathing apparatus (SCBA) used by the firefighters.

Currently, one electrician and one assistant staff the Fire/Alarm Division. These members maintain and test all fire alarm circuits throughout the town. Additional responsibilities include repairs to traffic and decorative street lighting.

The timely notification and dispatch of all emergency vehicles is handled by nine combined central dispatchers utilizing the computer aided dispatch (CAD) system.

## Auxiliary Fire Personnel

The professional assistance of the dedicated volunteers is greatly appreciated. Together they donated over 1,300 hours of service to the Town in 2001. These twenty-two individuals assisted the Massachusetts Emergency Management Agency (MEMA) during the March storm emergencies. They also assist our fire personnel with the use of their Lighting Plant/Generator Unit and replenish air supplies to the self-contained breathing apparatus (SCBA) used by our firefighters. They also patrol the Donald R. Marquis Bikeway Trail on weekends and provide electricity during Town Day activities.

## Recognition

Captain Michael Tierney and Lieutenants Robert Largenton, Robert Paone, and Brian Gera

completed the State Fire Marshal's Fire Investigation Course.

Firefighters James Donovan, Brian Sweeney, James Bailey, and Paul Moniz completed forty hours of training in the Middlesex District Attorney's Office Coalition for Juvenile Firesetters Intervention Program.

## Promotions/ Retirements/ Appointments

Lieutenant Michael Tierney was promoted to the rank of Captain and Firefighter Joel Seully was promoted to the rank of Lieutenant.



*New firefighters pictured left to right: Michael Kelly, Tracy Mullen, Ryan Melly, Joseph Palmieri, and Paul Houser.*

Retiring from the Fire Services Division was Captain Robert Gazza, thirty-two years of service; Firefighters James Largenton, thirty years, Andrew Antonucci, twenty-eight years; James O'Rourke, twenty-nine years; and James Smith, thirty-two years.

The appointments of five new firefighters this year included Michael Kelly, Paul Houser, Joseph Palmieri, Ryan Melly, and Tracy Mullen the second female firefighter in the division.

## Conclusion

The Arlington Fire Services Division mourns the loss of the New York City firefighters, police officers, and emergency medical personnel who lost their lives on September 11, and offers its condolences to their families



## Planning and Community Development Arlington Redevelopment Board

### History

The Arlington Redevelopment Board is pleased to submit its annual report to the town. The board was created by a special act of the legislature in September 1971, following an affirmative vote of the Annual Town Meeting. Two years earlier in 1969, the Department of Planning and Community Development was created by the Town Manager. The goal of the Town Manager and the Town Meeting, supported by the home rule petition adopted by the State legislature, was to create a board and department that would centralize comprehensive planning and community development, given the desire that the town remain an attractive, livable, residential community. Since its creation, the board, with the assistance of the department, has focused its efforts on the improvement of the existing business districts along Massachusetts Avenue in the Mill Brook Valley. Concurrently, the board is working to protect the quality of life throughout the town recognizing that Arlington has been and will continue to be a predominantly residential community; new nonresidential development should not adversely impact this asset.

Shortly after its creation, the board with the assistance of the department prepared a master plan in 1975 for the Mill Brook Valley. Concurrently, the first Comprehensive Zoning Bylaw revision in fifty years was adopted unanimously by the Town Meeting. Between 1993 and 1996, the board and the department directed a major planning effort in the same area to prepare for new development pressures. That study, known as the Arlington Business Community (ABC) Study, was presented to and accepted by the Town Meeting in 1996. Later, in 1996, the Massachusetts Chapter of the American Planning Association honored this planning effort as the outstanding Comprehensive Planning Project of 1996 in Massachusetts. The following year the Town Meeting adopted approximately twenty-five amendments to the Zoning Bylaw to implement some of the recommendations of the ABC Study.

The Redevelopment Board, as the Town's planning board, is responsible for zoning, comprehensive planning, and land use development. The board spends considerable time functioning as a Special Permit Granting Authority in the administration of the Town's

Environmental Design Review process. This procedure was enacted by Town Meeting in 1975 to ensure that major developments were properly reviewed and permitted through an open public process. The board also has the power to undertake specific redevelopment projects as a Chapter 121(b) Urban Renewal Operating Agency. To-date, the board has exercised this authority only once, with the approval of the Town Meeting, as it undertook a major historic preservation project in Arlington Center. Planning is currently underway to create an urban renewal project at the former Symmes Hospital site.

Four members of the board are appointed to staggered three-year terms by the Town Manager, subject to the approval of the Board of Selectmen. The fifth member is appointed by the Director of the State Department of Housing and Community Development. Currently, four members of the board also serve as elected members of Town Meeting. All members must be residents of the town and serve without compensation.

The Department of Planning and Community Development is staffed by three full-time professional planners and a support staff of two. The director serves as secretary ex officio to the board. Arlington was the first town in Massachusetts to create a joint planning board and redevelopment authority. This arrangement has provided the Town with centralized planning and development and has resulted in considerable savings in the administration and operation of the Town's planning and development programs. The director is appointed by the Town Manager. In addition, he is responsible to the Town Manager and the Board of Selectmen for the administration of the Federal Community Development Block Grant Program. The director also serves as executive director of the Menotomy Weatherization Assistance Program. This program receives State and Federal funds to provide weatherization assistance to the Towns of Arlington, Belmont, Lexington, and Watertown, and the Cities of Waltham, Cambridge, and Somerville. During the last fifteen years, over 6,200 dwelling units have been weatherized. The director also represents Arlington as a board member of the Northwest Consortium, a group of seven communities including Arlington, Chelsea, Everett, Malden, Medford, Melrose, and Revere, which receives Federal Housing Assistance funds.

During 2001, the board and the department focused on four major activities: the



# COMMUNITY DEVELOPMENT

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planning for the reuse of the former Reed's Brook sanitary landfill site on Summer Street, a continued evaluation of the business controls in the Arlington Zoning Bylaw, the preliminary plan for the Symmes Hospital site, and further implementation of the Arlington Business Community Study. The board has been working on the revitalization of the Reed's Brook site since 1992. The board owns the property and has now received all the permits necessary for construction. Bids for construction were advertised in December. Currently the engineering contract for the design of approximately \$2.7 million of drainage improvements is underway and the board fully expects initial implementation of the remediation program in early 2002.

The board continued to work on the implementation of the ABC Study during 2000; the major focus being the redevelopment of the former MBTA parking lot in Arlington Heights. The board worked with the MBTA, the private development community, and the Town's Assisted Living Task Force to encourage the development of an assisted living project on that site. In the fall of 2000, Sunrise Assisted Living received all necessary permits from the Town and commenced construction of eighty-five living units. Thirty-five spaces of parking for employees of Arlington Heights' merchants are now under construction by the developer. These parking spaces will be developed and managed by Sunrise Assisted Living and will be made available at no cost to employees of merchants in Arlington Heights. The project had its grand opening in December 2001. This completes the phased implementation of work in Arlington Heights.

The board and the department continued an intensive study to analyze the effectiveness of the zoning in the business districts in the Mill Brook Valley along Massachusetts Avenue and Broadway. All properties have been visited by staff and entered into a database, which allows the board and the staff to determine potential development in this corridor under the terms of existing zoning. Representatives of the board and the department have been working with the Zoning Bylaw Review Committee to determine whether or not the existing Zoning Bylaw should be amended, modified, or completely rewritten. Sixteen zoning amendments were presented to the Annual Town Meeting.

## Property Management

The board continues to be the landlord for approximately 200,000 square feet of

building space in the town. All buildings under the board's jurisdiction return income to the Town and are fully occupied with a variety of tenants who provide much needed services. The board's efforts have resulted in the highly successful Community Arts Center at the former Gibbs Junior High School, numerous day-care centers, a Multipurpose Senior Center, and an Adult Day Health Center. The board also has space at the Gibbs Junior High School for a sheltered workshop for the handicapped. The board has maintained rent levels that are consistent with their fiduciary responsibility and with the board's desire to provide residents with services that can no longer be provided by Town government. The board and the department have implemented a carefully planned capital improvement program so all buildings have been improved with rental income from the tenants and are in superior condition.

## Special Permit Granting Authority

The board, by vote of Town Meeting, serves as the Special Permit Granting Authority for uses subject to Environmental Design Review. These uses require a special permit to be developed due to their complexity, impact, and size. Town Meeting voted that the board hear and act on petitions under this provision. During 2001, the board heard and acted upon nine cases subject to Environmental Design Review. Developments included forty new dwelling units on Water Street, six of which will be affordable in perpetuity, three restaurants, three cellular antennae, one office building, and one sign.

In the spring, the board's denial of a Special Permit for OSCO was upheld by the Land Court.

## Regional Representation

The Director of Planning and Community Development represents the Town on several regional agencies. The director has been the Town's representative to the Metropolitan Area Planning Council for twenty-eight years. He served as a member of its executive committee for fifteen years and served as Council President for two years. In addition, the director represents the Town on the Joint Regional Transportation committee, which focuses on transportation planning issues in Metropolitan Boston. The director has represented Arlington for twenty-eight years, served as its chairman in 1983 and in 1999. The director serves as a representative of the Town of Arlington to the Northwest Suburban HOME Consortium.



# COMMUNITY DEVELOPMENT

## Communication and Participation

The efforts of the Department of Planning and Community Development and the Redevelopment Board require them to listen and understand the concerns of all the town's residents. Citizen involvement and participation are crucial to Arlington. The board and the department require and need input from other Town officials, Board of Selectmen, Town Manager, School Committee, Finance Committee, Town Meeting Members, and other department heads, commissions, and citizens. The department and the board take pride in their ability to explain complex issues relating to land use and development in the future of the town. The department welcomes citizen input and hopes that as questions arise you will feel free to call the department with your requests. If it appears that further discussions at a public session are necessary, arrangements can be made for those discussions at the regularly scheduled Redevelopment Board meetings. The department and the board welcome the opportunity to serve you, the residents of the Town of Arlington.

## Zoning Board of Appeals

In 2000, the Zoning Board of Appeals heard and rendered decisions on twenty-five petitions as prescribed in Massachusetts General Laws, Chapter 40A, The Zoning Act, and, also, further clarified by the Town's Zoning Bylaw.

The Petitions heard by the board include variances, special permits, and appeals of zoning decisions rendered by the Inspector of Buildings as well as interpretations of Zoning Bylaws.

The Zoning Board of Appeals has three members appointed by the Board of Selectmen who also appoint four associate members to attend hearings when a member, or members,

cannot sit for a particular hearing. All hearings are open to the public and are usually held on the second and fourth Tuesdays of the month and are held in the Selectmen's Hearing Room on the second floor of the Town Hall. All hearings are advertised in The Arlington Advocate for two consecutive weeks and posted on the Town Clerk's Bulletin Board at least three weeks before the hearing date. The Rules and Regulations of the Zoning Board of Appeals are on file in the Office of the Town Clerk and in the Zoning Board of Appeals' office at 51 Grove Street.

## Inspectional Services

The newly formed Inspectional Services Department enforces the Commonwealth of Massachusetts Building, Wiring, Plumbing, and Fuel Gas Codes as well as the Town of Arlington's Zoning Bylaw. Additionally, the department oversees the installation, maintenance, and repair of street lighting on public ways and provides supervision of other projects as deemed necessary by the Town Manager.

The Inspectional Services Department welcomes its new Zoning/Building Assistant, Eileen Messina, who takes over after the departure of Marie Krepelka. The Inspectional Services Department thanks Marie Krepelka for her fourteen years of excellence and wishes her well as she begins her new position as Board Administrator for the Board of Selectmen.

In 2001, the Inspectional Services Department issued a total of 3,227 permits, of which 972 were building permits, 846 were wiring permits, 760 were plumbing permits, and 649 were gas permits. The building permits issued totaled \$22,846,800 of building construction cost. The wiring, plumbing, and gas permits issued totaled \$4,916,790 of mechanical cost. Total permit fees received by the Inspectional Services Department totaled \$455,934.

The staff of the Inspectional Services Department consists of its director, who also serves as inspector of buildings, a local building inspector, an inspector of wires, an inspector of plumbing and gasfitting who also serves as a local building inspector, and a zoning and building assistant.

The Inspectional

**Petitions Heard by Zoning Board of Appeals**

	Granted	Denied	Withdrawn
Petitions for Variance	2		
Applications for Special Permits	9		2
Petitions for Variance & Application for Special Permit (combined)	1		
Appeal of Decision of Inspector of Buildings	1		
<b>TOTAL</b>	<b>13</b>	<b>0</b>	<b>2</b>

Total Petitions filed with Town Clerk - 15

Hearing continued by the Board while in session - 0



## COMMUNITY DEVELOPMENT

Services Department anticipates an increase in its activities, as Arlingtonians continue to renovate homes, projects such as rebuilding the Public Schools, construction of the Hawthorn Suites Hotel, and as the street lighting replacement project continues.

### Arlington Housing Authority

#### Board of Commissioners

The Board of Commissioners of the Authority is the policy making body of the agency. The members of the Board of Commissioners of the Arlington Housing Authority are: *Chairman* Patricia B. Worden, *Vice-Chairman* John Griffin, *Treasurer* Richard B. Murray, *Asst. Treasurer* Freeland Abbott, and *Member* Nicholas Mitropoulos. Ms. Joan Pippin serves on the board as Tenant Representative for the Section 8 Program (Federal rental assistance) and Ms. Merceita Johnson serves as the Alternate Tenant Representative for that program. The Executive Director, Franklin W. Hurd, Jr., is appointed by the Board of Commissioners and manages the day-to-day operations of the authority.

In an effort to gain tenant input to its decisions, the authority continued its practice of conducting many of its meetings in the various authority-owned developments. This has allowed the opportunity for more tenant input and has provided a forum for open discussion of issues relating to living in our housing facilities.

The authority wishes to recognize Commissioner Thomas Yewcic, who did not seek re-election in 2001. During his six years on the board, Mr. Yewcic was a tireless leader in working with tenants and their organizations and was a strong advocate for tenant fitness programs.

#### Year in Review

In 2001, the Arlington Housing Authority focused its efforts in four specific areas: improving its properties, continuing its support of tenant programs, energy/water conservation, and to begin searching for new and additional housing program possibilities.

Several of the many accomplishments during the year are summarized in the following sections.

#### Properties

The authority completed its most comprehensive beautification initiative ever for

the Menotomy Manor family housing development. This project included the planting of over 400 new shrubs and thirty new trees, the creation of ten new flowerbeds, several new walks and driveways, and extensive asphalt removal. New accent fences with landscaping were installed at the entrances to Fremont Court and at the intersection of Gardner and Fremont Streets.



**Arlington Housing Authority Members** Standing (l to r): Freeland Abbott, Richard Murray, John Griffin, and Nicholas Mitropoulos. Seated: Patricia Worden

As in the family development, the five elderly/handicap housing developments of the authority received extensive landscaping improvements. The landscaping of these sites never looked better.

The refrigerators in Drake Village, Chestnut Manor, Winslow Towers, Cusack Terrace, and Hauser Buildings were replaced with new frost-free energy efficient models at a cost of \$203,425.

All balconies of Winslow Towers were enclosed with new screens, the parking lots in the five senior developments were resurfaced, and new benches were well received at Drake Village. The lobby of Winslow Towers was upgraded with new carpets, furniture, painting, and drapes. Similar upgrades will be made to the lobbies of the remaining developments in 2002.

The authority, with the assistance of the Department of Housing and Community Development, has contracted with an architectural firm to design bid documents for the replacement of 126 furnaces in the Menotomy Manor 200-1 brick townhouse units. This \$488,000 project is a particularly important



# COMMUNITY DEVELOPMENT

energy saving initiative to tenants of this development who pay their own heating bills. Construction should begin in the late summer of 2002 and be complete just in time for next year's heating season.

## Tenant Services

Sue Culhane, Tenant Service Coordinator, continues her active participation in the bi-monthly meetings of the Geriatric Providers Group. This group, consisting of representatives from over twelve outside agencies, meets regularly to insure needed communication between these agencies and providers for the benefit of our elders.

The annual cookout for the elderly and disabled residents was held in September. This year's theme, *Tropical Paradise*, included island music and decorations, a shish-kabob dinner, along with entertainment, games, and drawings.

The authority is grateful to the many local businesses that donated many of the prizes for this event. Custom gift baskets were prepared by the administrative staff and maintenance employees provided the cooking, setup, and preparation of meals. All those in attendance thoroughly enjoyed the food, wonderful music, and the largest number of prizes and gifts ever given out for this annual event.

The 2001 *Tenant of the Year* awards were presented at the event to: Dixie Conroy (*Drake Village*), Jim Alosso (*Chestnut Manor*), Agnes Druss (*Winslow Towers*), and Dora Lecesse (*Cusack Terrace*). The tenants of their respective buildings chose winners via ballot.

Tenants of each high-rise building were pleased to have new physical fitness equipment installed in their buildings. To date, many of our residents have taken advantage of working on their fitness in rain or shine.

The authority continues to work cooperatively with the volunteer teachers from the Ottoson Middle School for the highly successful *Operation Success* Program. This program offers onsite tutorial and homework assistance, and computer training to the middle school students of Menotomy Manor on evenings throughout the school year.

The Section 8 Tenant Advisory Board continues to meet quarterly with their representatives Joan Pippin and Merceita Johnson, the Executive Director, and Authority Section 8 personnel.

## Conservation

Water consumption in the 176 family units in Menotomy Manor was reduced by 13.6% over the past twelve months by replacing fixtures and faucets. This \$16,266 saving in water charges represented only a partial year's saving for the program. Larger savings are anticipated once the work has been completed in all these units during 2002.

The authority took advantage of an energy conservation program offered by NSTAR. Through this program, all exterior and interior lighting fixtures of the seventy-two units in the Drake Village cottages were replaced with new energy saving lights and fixtures.

The placement of over five hundred new frost-free refrigerators in elderly/handicap units is expected to bring a significant reduction in the energy costs of these developments.

## Affordable Housing

The authority continues to deal with the problems of substantial fair market rent increases in Arlington. The authority requested and received approval from the U.S. Department of Housing and Urban Development (HUD) to pay "exception rent" amounts to help meet the rental assistance needs of voucher recipients.

The authority advertised a Request for Information, requesting landlords and real estate professionals to inform us of potential affordable housing opportunities in Arlington. The response, although limited, has offered a possible future initiative.

In an effort to keep the agency's options for affordable housing open to all groups, the authority submitted Town Meeting Article 4 in the Special Town Meeting Warrant of October 2001. In that article, the authority requested approval from the Town Meeting to construct new elderly/handicap housing if an opportunity presented itself. The Town Meeting approved that article by an over two-thirds majority vote.

Additionally, through the Community Development Block Grant (CDBG) program, the authority received a \$12,500 matching grant to study how the authority might expand its affordable housing inventory.

To assist the Town with its affordable housing efforts, the authority provided twenty-four hour, seven day per week maintenance support for the eight units owned and operated by the Town's non-profit community development corporation, Housing Corporation of Arlington, Inc.



# COMMUNITY DEVELOPMENT

## Community Relations

The authority was pleased to receive continued support from the Town of Arlington. In the fall of 2001, through the recommendation of Chief Frederick Ryan, the Department of Community Safety assigned a liaison from the Department of Police Services to the authority. Regular monthly meetings are held to increase communication between the two agencies and help to improve the safety of tenants of the authority.

Mr. Mitropoulos was selected to represent the authority on the Affordable Housing Task Force, and Mr. Hurd was selected as the authority's designee to the Symmes Advisory Committee.

## AHA Programs

This year marks the Arlington Housing Authority's fifty-third year offering housing to low and moderate income persons either through direct housing in government-owned developments or subsidized housing in privately-owned dwellings. As an independent and quasi-municipal agency, the Arlington Housing Authority is charged by statute with providing safe and affordable housing for eligible persons.

The Arlington Housing Authority manages 1,158 housing units: 520 units are available for elderly and/or residents with disabilities, 176 units are designated for family housing, a home for 13 mentally challenged residents, and 449 vouchers and certificates assist participants to live in privately-owned dwellings throughout the community.

The Housing Authority is funded solely by the State and Federal governments. Properties owned by the authority are exempt from local property taxes, yet in 2001 the authority paid to the town \$6,975.54 in lieu of taxes, which is the maximum the agency is allowed by state statute.

The Arlington Housing Authority would like to recognize all its present and past employees for their dedication over the past fifty-two years in providing safe, decent, and affordable housing to low and moderate income families.

## Vision 2020

Vision 2020 is a Committee of the Town that works in a partnership of townspeople, Town employees, and Town leaders. It is also a joint planning process where active task groups, mostly made up of volunteers from the community, function within a framework of

Town Goals established by Town Meeting in 1993.

During 2001 this partnership resulted in the First Annual State of the Town Address by the Chairman of the Board of Selectmen, a state grant of \$299,990 for improving Spy Pond, creation of a multi-cultural family group for social and cultural exchanges, a public forum to discuss Arlington Reservoir issues, and energy-saving replacements for Robbins Library lights and Town traffic signals. Also, when hate literature was distributed in Arlington, Vision 2020 collaborated with the Human Rights Commission and various Town officials to formulate a response which culminated in a candlelight vigil held to give our community an opportunity to affirm its values.

When the Vision 2020 Standing Committee was created as an official committee of the Town in 1992, it was charged by Town Meeting to "create, implement, monitor and review open methods for town-wide public participation" in its processes. This is achieved through the work of its task groups and the standing committee (often in collaboration with other Town entities), interactive displays at Town Day, reporting to Town Meeting, and an insert to the Annual Town Census mailing.

Vision 2020's census insert for 2001 helped to identify the priorities of Arlington's residents in three areas: those gaining the most responses from the previous year's questionnaires as well as the emerging housing issues. The first survey asked the residents of households to further refine and identify the importance of town issues needing attention. More than 2,600 households responded to this survey, and the results, shown in this bar chart provide important information to Vision 2020 and Town officials.

Second, Vision 2020 asked Arlington residents their opinions about open space and recreation needs in the town. The results of this query are shown in the accompanying graph.

A third survey asked residents about their housing and their perceptions of housing problems in Arlington. The results of this survey are found in the report of the Affordable Housing Task Force.

Accompanying the housing survey was a brief description of the Community Preservation Act (CPA) and what it might offer Arlington for affordable housing, open space acquisition, and historic preservation. Of those responding, 51.2 % indicated that they would support a tax surcharge of 1% for CPA projects; and 64 % said that Arlington should explore this option.





**Vision 2020 Standing Committee** (l to r): Eugene Benson, Andrew Fischer, Allen Reedy, Sherry Miller, Elizabeth Karpati, Alan McClennen, Jr., Jane Howard, Edward Starr, Martin Thrope, Sean Garballey.

Vision 2020 was saddened by the death of Peter Manning last spring. Manning, a long time member of both the Governance and Communication Task Groups as well as the standing committee, helped shape the popular booklet *Settling In, An Introductory Guide to Arlington*. Mr. Manning was also responsible for suggesting that Arlington develop a gift/memento suitable for visiting dignitaries and a reward for service to the Town. This resulted in the souvenir "A Piece of Arlington" fashioned from cross sections of discarded old banisters at the Whittemore-Robbins House that displays the Town Seal.

This past December, the American Planning Association's New England Chapter honored Vision 2020 when it gave Jane Howard its Citizen Planner of the Year Award.

Arlington's Vision 2020 continues to work with our neighboring communities, most recently Belmont and Winchester, as they launch similar visioning efforts.

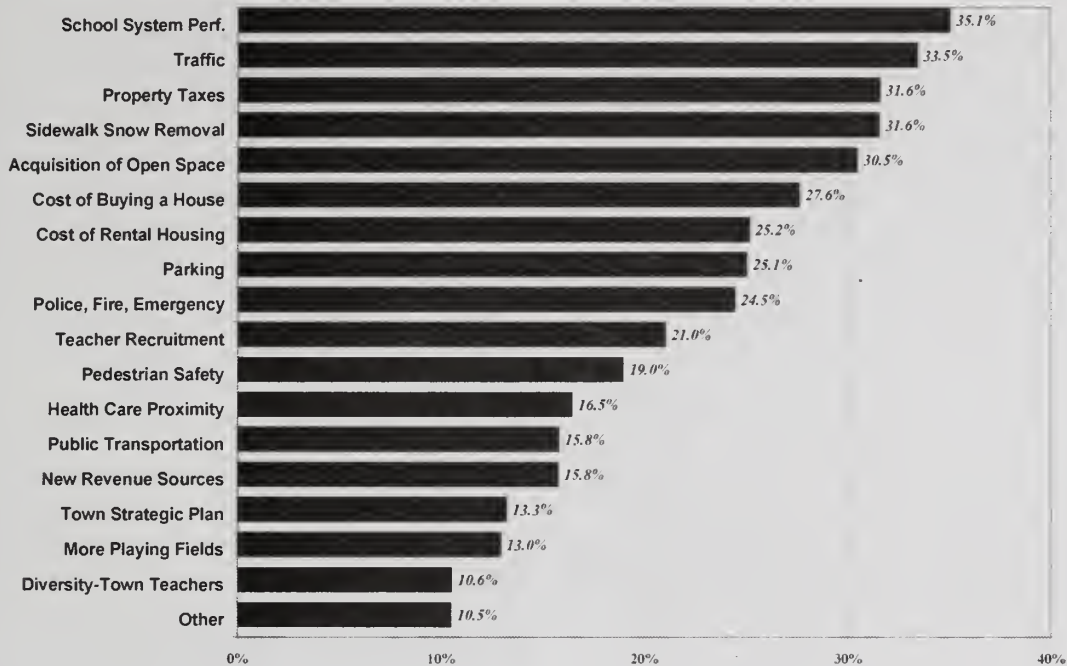
### **Additional Projects and Achievements in 2001**

- The Spy Pond Committee is working to implement the three-year \$299,990 state grant to improve Spy Pond water quality. Weeds were treated over the summer with funding voted by Town Meeting.
- The Reservoir Committee is continuing to work with the Department of Public Works and consultants on plans to ensure dam safety at Arlington Reservoir while maintaining habitat and recreational values as the Town explores the best way to respond to the state's mandate to correct the earthen dam at the "Res".
- Sustainable Arlington is working on local actions concerning climate change and energy use, sponsoring discussions on voluntary simplicity and sustainable living, and exploring a project on sustainable gardening.
- *Birds at the Arlington Reservoir*, a new guide identifying 132 bird species which visit the "Res", was introduced to augment the walks sponsored by Vision 2020 at both the "Res" and Spy Pond, which has its own list of 115 species.
- The multicultural families program expanded to more than 50 families.
- With the League of Women Voters, Vision 2020 continued to produce Candidates Night.
- The Governance Task Group produced the fourth edition of *Settling In...a newcomer's guide to Arlington* with partial funding by Arlington's realtors.
- Two Environment Task Group Committees prepared warrant articles for the 2002 Annual Town Meeting: one establishing goals, and a management structure and plan for the Reservoir; and the second requiring the Town to purchase the most energy-efficient vehicles whenever possible.
- Several groups have put together interactive displays at Robbins Library.
- Both the Fiscal Resources Task Group and the Arlington Reservoir Committee have created new web pages.
- The Diversity Task Group launched the series *Community Dialogues on Diversity* that has resulted in the formation of a Town-Wide Diversity Collaborative. This group, involving all those entities in Arlington working on diversity issues, comes together to plan events, a column in *The Arlington Advocate*, a response to hate incidents should they occur, and other measures supporting Arlington's Diversity Goal.
- The Community and Citizen Service Task Group began to develop a worksheet to be used by the community/Town to record/report events impacting public health.
- The Governance Task Group is building a database of all the official Town boards, commissions, and committees. Information gathered will display their charge, organizational structure, appointing authorities, terms of office, etc. The information gathered will be posted on the Town web site and available at Town offices.
- Vision 2020's new web address is <http://www.town.arlington.org>

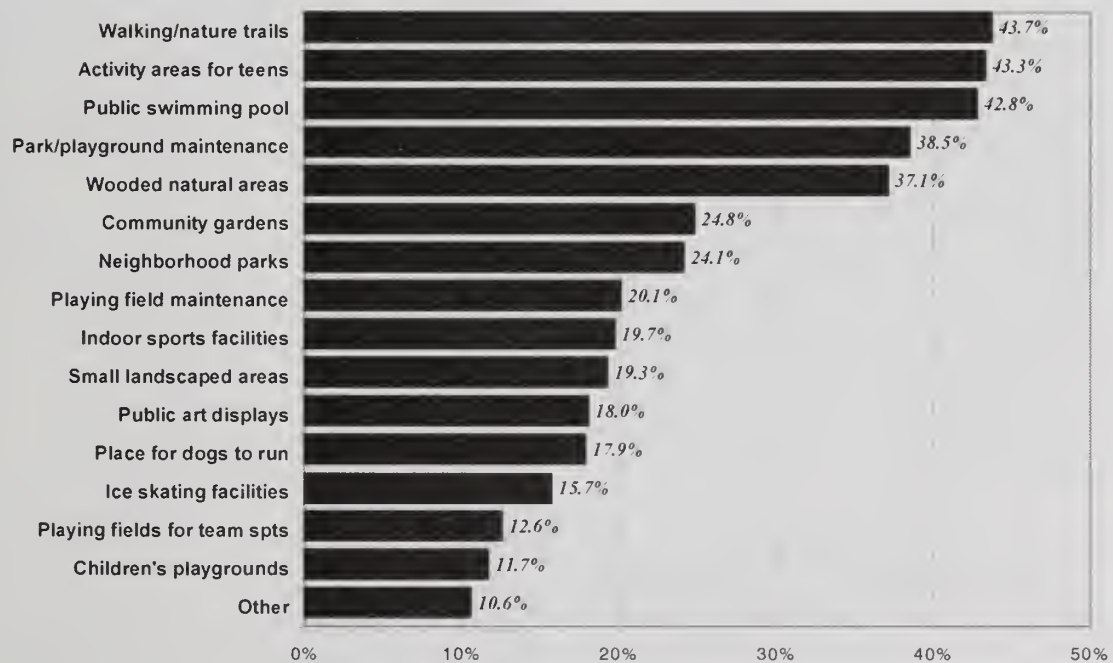


# COMMUNITY DEVELOPMENT

## Vision 2020 Survey Results – Residents' Priorities for Arlington\*



## Open Space, Parks and Recreation Responses - 2001





## History of Vision 2020

In 1990, a Steering Committee of elected and appointed town leaders and residents launched a two-year exploration of Arlington's rich history of achievements, and its methods of operating. Using town-wide focus groups, participants identified Town strengths and areas exemplifying those values that Arlington would want to be known for in the future.

*Articles of Our Common Purpose* emerged around these value areas and were refined by input from more than 1,400 Arlingtonians. Task Groups formed around each article. An organizational structure to perpetuate the process of involving townspeople and officials who together explore the most effective ways to address each area was adopted by Town Meeting in 1992. Thus, the Vision 2020 Standing Committee, with the motto *A Proud Past, A Focused Future*, became a Committee of the Town and succeeded the original Steering Committee.

Over the next year the articles became *Goals for the Town*, and were adopted by Town Meeting in 1993 as Town Bylaw. These goals, in the areas of -- Business, Communication, Community & Citizen Service, Culture and Recreation, Diversity, Education, Environment, Fiscal Resources, and Governance -- must be considered as the Town goes about its business. The goals, central to the work of Vision 2020 and its Task Groups, including a student group at Arlington High School, provide the basis for Vision 2020's outreach for community participation.

The standing committee includes the Town Manager, the Superintendent of Schools, the Town Moderator, the Director of Planning and Community Development; representatives from the Board of Selectmen, the School Committee, the Finance Committee, and the Redevelopment Board; two Town Meeting Members; two residents, one each selected by the Board of Selectmen and the School Committee; a representative of each of the Task Groups; and a student from Arlington High School appointed by the Superintendent of Schools.

Since 1990, the work of Vision 2020 has been supported by a federal grant (CDGB). The standing committee monitors and administers this work, and ensures that issues important to Arlington's future are discussed broadly and openly, and studied and resolved in as timely a manner as possible. It also tries to ensure that this discussion is collaborative, strategic, cooperative, and fact based. More

than 5,000 Arlingtonians have participated in this project so far.

Vision 2020 is proud of its almost twelve years of helping the Town move forward to address the issues Arlington faces now and in the future in as collaborative and cooperative manner as possible while striving to be strategic and creative as well as fact-based in its actions.

The Vision 2020 Standing Committee and Task Group Chairs during 2001 were Eugene Benson, Marc Breslow, Kathleen Kiely Dias, Kathleen Donovan, Gail DuBois, Ralph Elwell, William Eykamp, Philip J. Farrington, Andrew Fischer, Sean Garballey, Sherri Garballey, Joey Glushko, William Hartigan, Jane Howard, Elizabeth Karpatti, Perrin LaPlante, Norah Lewis, Nora Mann, Peter Manning, Leslie Mayer, Alan McClennen, Jr., Sherry Miller, Angela Olszewski, Allen Reedy, William Shea, Edward Starr, Miriam Stein, Martin Thrope, Patricia Watson, and John L. Worden III.

## Open Space Committee

The Open Space Committee (OSC) begins its sixth year in 2002. The Town's first Open Space and Recreation Plan (1996-2001) recommended establishment of a standing committee of citizens and Town agency representatives involved with open space issues to implement the goals, objectives, and actions outlined in that plan. Town Meeting approved creation of the Open Space Committee and the first members were appointed by the Town Manager in 1996.

Since then, representatives of several Town entities (including the Park and Recreation Commission, Conservation Commission, Redevelopment Board, and the Departments of Planning and Community Development, Public Works, and Human Services) and concerned citizens have met regularly to exchange ideas and discuss ways to further protect the town's open space resources.

The Open Space Committee serves an oversight function but does not have direct responsibility for the management of any specific Town properties. Its primary purpose is to enhance communication and coordination among those entities that do have management authority. In addition, the OSC seeks to raise broad-based community concerns and to advocate for the planning, stewardship, and appropriate uses of the Town's open spaces. The OSC believes that the best way to fully address the needs and problems of the town's natural resources is to develop goals, procedures, and policies in a comprehensive way.



# COMMUNITY DEVELOPMENT

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*Open Space Plan:* During 2000 and 2001, the committee completed its extensive review of the Town's 1996-2001 Open Space and Recreation Plan and drafted an Open Space Plan Update for 2001-2006. This document was approved unanimously by Town Meeting in May 2001, and was subsequently submitted to the Massachusetts Executive Office of Environmental Affairs Division of Conservation Services. The Arlington Redevelopment Board adopted the plan in June. The six priorities outlined in the new five-year action plan are:

- acquisition of land parcels currently threatened with development or that may be lost as open space if the Town did not acquire them, notably the Symmes and Mugar sites;
- collaborative management of Town open space and recreation resources by Town departments, volunteer friends groups, and other interested parties;
- exploration of the state's Community Preservation Act as a source of funding for acquisition of open space, as well as for affordable housing and historic preservation projects.
- research into other funding sources for capital improvement plans and maintenance programs for existing open spaces and recreational facilities;
- increased public awareness and volunteer involvement in the stewardship of the Town's open spaces;
- coordination with the Arlington Land Trust and other groups and individuals to negotiate permanent conservation restrictions on select undeveloped parcels.

*Symmes Hospital Site:* Voters overwhelmingly supported Town acquisition of the former Symmes Hospital site in the Town election on March 31, 2001, and Town Meeting approved purchase of the site January 2002. The OSC and several of its members participated in the preliminary planning process during 2001. The OSC was asked to appoint an open space representative to the Symmes Advisory Committee (SAC), and it selected Brian Rehrig, an open space advocate, Treasurer of the Arlington Land Trust, and a member of the pre-SAC planning committee. The OSC was also invited to submit ideas and principles to help guide the planning and redevelopment of the Symmes property with respect to open space concerns, and in August the OSC sent the SAC a

memo and an annotated site plan outlining various goals and considerations.

*Mugar Site:* The OSC continues to work with many other town entities and citizen organizations to protect the open space character of the seventeen-acre Mugar site in East Arlington. The status of the Mugar family's development plans for the site remains uncertain. In July the Conservation Commission cited the need for a new flood study and ruled against the 100-year flood plain level proposed by the applicant under both the state regulations and the town bylaws. The applicant appealed that ruling, and the state DEP has ruled in their favor. Currently the appeal process under the town bylaws is in the Middlesex Superior Court.

*Friends Groups:* Arlington is fortunate to have a dedicated and active citizenry concerned about the Town's parks and open spaces, and the OSC strongly supports their efforts. Volunteer friends groups have been organized for a number of sites, including Menotomy Rocks Park, Spy Pond Park, Robbins Farm, and Mt. Gilboa. In addition, the Reservoir and Spy Pond committees of Vision 2020 monitor and advocate for those areas, both of which have serious environmental problems that are being addressed by a combination of state and local government agencies and volunteer groups. The OSC and the Conservation Commission have begun planning a new friends group for Arlington's Great Meadows, with participants from both Arlington and Lexington.

*Stewardship Program:* To provide a framework for the many groups involved in overseeing the Town's open spaces, the OSC is developing guidelines for a Stewardship Program that could be adapted to fit the needs of any group and its site. The goal is to provide support and guidance for citizen volunteers who take an active role in helping to protect and manage public lands.

*Other Areas of Concern:* The OSC monitors and works jointly with Town officials and other groups on a wide range of open space concerns that affect the town and the quality of life of its residents. Some of the issues that have come before the committee during the past year are private residential and commercial encroachments on the Marquis/Minuteman Bikeway; proposed engineering changes to the earthen dam surrounding the Reservoir, as required by the state Department of Environmental Management; proposed development adjacent to the Reservoir, Munroe Brook and Busa Farm in Lexington on the town line; and subdivisions of residential lots and infill development, especially in areas that abut existing open spaces, such as Turkey Hill and Poet's Corner.



# COMMUNITY DEVELOPMENT

*Town Events:* The OSC again participated in Town Day in September to inform residents about the committee and its activities. Among the display materials and handouts were maps identifying local open spaces, copies of the draft Open Space Plan Update for 2001-2006, and flyers about the Stewardship Program, Community Preservation Act, and the Arlington Land Trust, which shared the booth. The OSC also supported Earth Day activities in April and Biodiversity Days in June. The latter is a statewide program sponsored by state Executive Office of Environmental Affairs, which featured local natural history walks and inventories of plant and wildlife species found in Arlington's Great Meadows and the Alewife Reservation.

During 2002 the Open Space Committee will continue to advocate for and collaborate with other local government and community groups on the protection and management of the Town's valuable open space and recreation resources, in accordance with the goals and priorities outlined in the 2001-2006 Open Space and Recreation Plan.

## Arlington Bicycle Advisory Committee

### Background

The Arlington Bicycle Advisory Committee (ABAC) was appointed by the Board of Selectmen in 1996 to advise the town on improving local bicycling conditions for both residents and visitors.

The committee promotes all forms of safe bicycling in town; from recreational riding on the Marquis Minuteman Bikeway to using the bicycle for transportation and errands on town roadways.

ABAC meets monthly to discuss bicycle-related topics and issues in town. Meetings are posted in advance and open to the public. The committee is currently seeking new members to serve on ABAC's executive committee.

### Recent Highlights

In the past year, ABAC has advised and worked on a wide range of projects and initiatives:

- Worked with the Department of Public Works to provide guidelines on maintaining Arlington's portion of the regional Minuteman Bikeway. In particular, advised on repaving standards for the bikeway and on emergency maintenance when a flood in Arlington

Heights washed out portions of the bikeway. The committee hopes that Arlington's stretch of bikeway will be repaved this spring (2002).

- Organized the fourth annual BIKE-Arlington Tour, a casual ten-mile bicycle tour around town, which attracted nearly seventy-five participants (including some grandparents riding alongside their young grandchildren!) last May. Members of the Town's Police Bicycle Unit also supported this fun and informative community event. (This year's BIKE-Arlington Tour is scheduled for Sunday morning, May 5, 2002.)
- Hosted an information table at Town Day, where the committee distributed bicycle-related information, signed up local residents on our mailing list, and assisted the Police Department in registering bicycles.
- Assisted the Police Department in running their first Bicycle Education Rodeo to promote safe bicycling for youths.
- Worked with the Planning Department and the Redevelopment Board to develop a zoning warrant article that provides guidelines for bicycle parking accommodation (for 2002 Town Meeting consideration).
- Advised an Eagle Scout candidate on his community project to clean up the bikeway area in East Arlington and install a new trail sign in that area. (ABAC was the sponsoring community agency.)
- Arranged an early-spring community cleanup of the John Wald Memorial pocket-park area along the Minuteman Bikeway and Alewife Brook in East Arlington, with the volunteer assistance of several Harvard University students.

### Future Plans

At this time, the committee is actively recruiting new members. If you are interested in local bicycling matters, please attend an upcoming ABAC meeting; call the Department of Planning and Community Development at 781-316-3090, or e-mail [jack2bike@attbi.com](mailto:jack2bike@attbi.com) for more information.



# COMMUNITY DEVELOPMENT

## Metropolitan Area Planning Council

The Metropolitan Area Planning Council (MAPC) is the regional planning agency representing 101 cities and towns in the metropolitan Boston area. Created by an act of the Legislature in 1963, it serves as a forum for state and local officials to address issues of regional importance. As one of fourteen members of the Boston Metropolitan Planning Organization (MPO), MAPC has oversight responsibility for the region's federally funded transportation program. Council membership consists of community representatives, gubernatorial appointees and city and state agencies who collaborate in the development of comprehensive plans and recommendations in areas of population and employment, transportation, economic development, housing, regional growth, and the environment. The twenty-five member elected Executive Committee meets eleven times a year. The full council meets three times a year. Meetings are held at various localities throughout the region.

MAPC works with its 101 cities and towns through eight subregional organizations. Each subregion has members appointed by the chief elected officials and planning boards of the member communities and is coordinated by an MAPC staff planner. The MAPC subregions meet on a regular basis to discuss and work on issues of interlocal concern. Arlington, Belmont, Boston, the Boston Redevelopment Authority, Braintree, Brookline, Cambridge, Chelsea, Everett, Holbrook, Lynn, Malden, Medford, Melrose, Milton, Nahant, Newton, Quincy, Randolph, Revere, Saugus, Somerville, Waltham, Watertown, and Winthrop are members of the Inner Core Committee (ICC). The municipal representatives of the Inner Core Committee subregion consist primarily of city and town planners.

This year, the Inner Core Committee:

- Met with the Senior Community Development Specialist from the Department of Housing and Community Development concerning Chapter 40B, the state statute designed to encourage the production of affordable housing in all Massachusetts' communities.
- Discussed details of the new US EPA Stormwater Phase II Regulations.
- Met with the Executive Office of Environmental Affairs regarding the implementation of Executive Order 418, a program that provides cities and towns up to \$30,000 in planning services.

- Met with the Massachusetts Bay Transportation Authority (MBTA) and Earthtec to discuss Circumferential Transportation Improvements in the Urban Ring corridor, a proposal to improve accessibility and limit congestion by connecting radial transit lines and bus routes.
- Participated in the development of the new Regional Transportation Plan, the main document that will determine transportation investments and funding until 2025, by reviewing the newly updated policy and projects lists.
- Met with the MBTA regarding their Program for Mass Transportation, the MBTA's long-range capital plan.
- Discussed updating the Transportation Improvement Program (TIP) and the Unified Planning Work Program (UPWP).

MAPC has been involved in a variety of activities that affect communities within the region including the following.

## 2000 Census

Throughout this year, the federal government released Census 2000 data. MAPC staff has been busy analyzing the data to identify growth trends and disseminating information to legislators, municipalities, public and private agencies, and the general public. To this end, MAPC drafted two important documents. *Decade of Change* highlights key regional growth trends that occurred during the 1990s. *Community Profiles*, a partnering document to *Decade of Change*, is a compilation of demographic, socioeconomic and land use data for the 101 cities and towns in the MAPC region. The profiles present a portrait of each community through the presentation of key growth indicators, which are documented over time to pinpoint specific trends.

## Buildout Analysis Projects

MAPC completed the two-year process of producing Buildout Analyses for communities throughout the region. MAPC and Executive Office of Environmental Affairs (EOEA) staff introduced information about the Community Preservation Act and buildout analyses results during presentations to Mayors, City Councils, Boards of Selectmen, and interested citizens. EOEA funded the effort and contracted with MAPC to complete buildout analyses for every city and town in the metropolitan region. The purpose of the study was to create an approximate "vision" of the potential future growth permitted by a community's bylaws



# COMMUNITY DEVELOPMENT

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and encourage discussion of growth management options. Buildout analysis results have been the basis for zoning changes in a number of communities, and have provided critical information for water resource planning at the local and regional level. These analyses will form the basis for planning work under Executive Order 418 and other comprehensive planning efforts.

## **Community Development Plan Program**

The Community Development Plan Program stems from the passage of Executive Order 418, an initiative issued by former Governor Paul Cellucci in January 2000. By making all cities and towns eligible for \$30,000 in planning services to assist in the preparation of a Community Development Plan, the initiative is designed to provide guidance as communities consider options for future development. The plans should focus on developing affordable housing while balancing the need for economic development, transportation and infrastructure improvements, and cultural resource and open space preservation. The program is managed at the state level by an Inter-Agency Working Group (IAWG) consisting of the Department of Housing and Community Development, the Executive Office of Environmental Affairs, the Executive Office of Transportation and Construction, and the Department of Economic Development. Within its planning area, MAPC is administering the program and working with communities to develop a Scope of Services. Communities may also choose MAPC to perform many of the planning services necessary to complete a Community Development Plan.



## Town Moderator

### Town Meeting

Arlington's legislature, the Town Meeting, had a busy year with ten sessions of the Annual Town Meeting, one session of a Special Town Meeting in April, three sessions of a second Special Town Meeting in May, and three sessions of a third Special Town Meeting, which began in October but did not conclude until January 2002.

The Annual Meeting began on April 23 and adjourned exactly one month later. Three of the ten sessions were on the same evenings as the sessions of the May Special Meeting.

The following were significant actions taken up by the Annual Meeting. Numbers in parentheses are Article numbers:

- A town-wide building moratorium, which had prevented much construction from the time it was first advertised, February 15, was defeated (5). Other zoning activity dealt principally with changes to the laws governing signs (6-11), most of which were approved. Height was reduced in the Industrial Zone (13).
- The Zoning By-Law was also amended to require developers of six or more dwelling units to set aside 15% of them for affordable housing (16). A policy statement on this subject was also adopted (22).
- Open space received considerable attention. A new category of open space was added to the Zoning By-Law (14), and publicly owned open space parcels were put in that zone (15). The Open Space Plan was approved (23), and the Meeting reaffirmed the desirability of the Town obtaining the Mugar parcel for open space purposes (81).
- A long, and for some, confusing, discussion occurred when five articles dealing with traffic safety concerns were discussed together. Ultimately, the Meeting decided not to appoint another committee to study such issues (35), to request special legislation allowing the Selectmen to set lower speed limits (41) to ask the Selectmen to institute certain lane markings (44) and international crosswalk design (45), and not to make an appropriation for curb extensions and islands on Massachusetts Avenue (56).
- On the financial front, the omnibus budget, appropriating some \$68,000,000 and the capital budget of about \$9,000,000 were approved unanimously. Additional sums were approved under various warrant articles, including additional planning funds

for the Thompson and Stratton Schools (88). It was decided not to give salaries to members of the School Committee (84). Most Town fees were increased (24).

- The Meeting decided that people who built or inhabited apartment buildings constructed adjacent to pre-existing restaurants should not be able to compel those restaurants to install a specified type of device to reduce or eliminate cooking odors (33).
- In an apparent reversal of action taken in 2000, the Meeting voted to petition for special legislation directing the state Retirement Commission to reconsider the case of a retired police officer's request for a disability pension (43).
- Town Meeting elects only one official, the Measurer of Wood and Bark, an honorary post long held by the late historic preservation leader Patricia C. FitzMaurice. Her husband, John C. FitzMaurice, was elected to succeed her (4).
- The Town has many committees, and 16 of them presented reports on their activities (3).
- Two new committees were formed, one to study the Community Preservation Act (36) and one to advise on the Symmes Hospital property (77).
- At the Special Town Meeting on April 9, \$1,350,000 was appropriated as additional funds for the reconstruction of the Hardy School.
- At the Special Town Meeting of May 2, deed restrictions for Peirce Field were approved (2) bringing to conclusion a long negotiation on the remediation of hazardous waste under the area behind the High School. There was also an appropriation for additional funds for the Peirce School reconstruction project, in the amount of \$2,597,000.
- The Special Town Meeting of October 1 was called to seek approval for the acquisition of the Symmes Hospital property, but negotiations were not complete at that time, so the Meeting was adjourned to the call of the Moderator, and came back into session pursuant to such call on January 14, for two additional sessions. After considerable discussion, an urban renewal plan was approved, and \$14,000,000 was authorized in bonds or notes for acquisition and redevelopment under the Town's control, both by overwhelming standing votes (2). At the October session, the Housing Authority was authorized to construct a new project for the elderly (4).



## LEGISLATIVE

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The traditions of Town Meeting include the singing of the Star Spangled Banner and an invocation at the beginning of each session. On opening night, the Menotomy Minutemen paraded in with the colors before accompanying the anthem with fifes and drums and on the fourth night, the Ottoson A Capella Singers performed. At other sessions, George Kocur and Zavan Mazmanian accompanied the singing on the piano. When the assigned pianists were absent on two occasions, Patsy Kramer and Jane Howard stepped in.

Invocations were given by Rev. Dr. William S. Albright, minister of Park Avenue Congregational Church, Major Steven Carroll of the Salvation Army, Vicar Maritza Doloich of St. Paul's Lutheran Church, Rev. Brian Emmet, pastor of Covenant Church, Rev. Brian M. Flatley, pastor of St. Agnes Church, Rev. Dr. Nicholas M. Kastanos, pastor of St. Athanasius the Great Greek Orthodox Church, Sister Rose Marie Lipke, pastoral associate at St. Eulalia's Church, Rabbi Richard I. Merrowitz of Temple Shir Tikvah, Rev. John Mueller, minister of Calvary Methodist Church, Rev. James E. O'Leary, pastor of St. Camillus Church, Linda Fisher Privitera, rector of the Church of Our Saviour, Rev. Dr. Ronald E. Ramsey, rector of St. John's Episcopal Church, Rev. Jed N. Snyder, pastor of Countryside Bible Chapel, and Rev. Barbara Welch, pastor of Trinity Baptist Church.



# LEGISLATIVE

## Town Meeting Members As of December 31, 2001

### PRECINCT 1

Cuddy, Martin W.	6 Patrick Street	2004
Hood, Maria C.	25 Silk Street	2004
McGaffigan, Paul J.	32 Silk Street	2004
Cashman, John J.	18 Granton Park	2003
Cleinman, Stuart P.	113 Sunnyside Avenue	2003
Frank, Alan D.	35 Gardner Street	2003
Barry-Smith, Chris K.	37 Silk Street	2002
Kneeland, John G., Jr.	100 Decatur Street	2002
McGaffigan, Elizabeth	32 Silk Street	2002
Mills, Kevin M.	28 Mystic Valley Pkwy.	2002

### PRECINCT 2

Casieri, Anthony C.	22 Margaret Street	2004
Cella, Augustine R.	99 Spy Pond Parkway	2004
Logan, William	7 Mary Street	2004
Marinelli, Paolo F.	28 Brooks Avenue	2004
Cella, Steven R.	34 Spy Pond Pkwy.	2003
DeCoursey, Stephen W.	7 Cheswick Road	2003
Fiore, Peter J.	58 Mott Street	2003
Meister, Pamela J.	19 Village Lane	2003
Carabello, Joseph P., Jr.	156 Lake Street	2002
Carey, William A., Jr.	155 Lake Street	2002
Fiore, Elsie C.	58 Mott Street	2002
McCabe, Mark W.	4 Dorothy Road	2002

### PRECINCT 3

Boschi, Osmano	51 Winter Street, #2F	2004
Hausman, Melissa A.	38 Marathon Street	2004
Hayward, William F.	68 Cleveland Street, #2	2004
McShane, Susan	32 Amsden Street	2004
Barrett, William H.	16 Cleveland Street	2003
Dratch, Robin M.	70 Teel Street	2003
Ferrante, John A., Jr.	38 Waldo Road	2003
Robillard, James F.	58 Broadway	2003
Bartash, Russell J.	21 Cottage Avenue	2002
Griffin, Jean M.	42 Oxford Street	2002
Simas, Charles J.	42 Oxford Street	2002
Tosti, Allan	38 Teel Street	2002

### PRECINCT 4

Scoppettuolo, Robert P.	27 Magnolia Street	2004
Stoff, David	88 Fairmont Street	2004
Logue, Rona S.	43 Magnolia Street, #1	2003
Marshall, Laurie A.	74 Varnum Street	2003
Piandes, George N.	24 Chandler Street	2003
Piandes, Kerry T.	26 Chandler Street	2003
Costa, Patricia A.	82 Milton Street	2002
Laite, George	25 Lafayette Street	2002
Marshall, Joseph M.	74 Varnum Street	2002

### PRECINCT 5

DuBois, Abigail	83 Park Street	2004
Goodsell, Colleen	88 Rawson Road	2004
Goodsell, Thomas G.	88 Rawson Road	2004
Watson, M. Wendy	23 Amherst Street	2004
MacKenzie, Kenneth W.	33 Bowdoin Street	2003
Murphy, Scott D.	6 Park Street Place	2003
Walton, Douglas D.	31 Bowdoin Street, #1	2003
Dodge, Mary M.	38 Beacon Street	2002
Egan, Patricia A.	132 Webster Street	2002
Gilmore, Mary C.	33 Beacon Street	2002
Wallo, Jodi B.	34 Dartmouth Street	2002
Murphy, Elizabeth M. Hoime	6 Park Street Place	2002

### PRECINCT 6

Bento, Dennis	12 Orvis Road, #2	2004
Fischer, Andrew S.	25 Lombard Road	2004
Schlichtman, Paul	60 Pleasant Street, #523	2004
Thielman, Jeffrey D.	422 Mass. Avenue, #5	2004
Gearin, John J.	382 Mass. Ave., #703	2003
Krikorian, Helen Morookian	45 Lake Street	2003
Murray, Richard B.	38 Marion Road	2003
Hauser, Carol	25 Linwood Street	2002
Randolph, Andrew M.	8 Wellington Street	2002
Reynolds, Lisa M.	1 Pond Terrace	2002
Rosselli, Emelio J.	14 Lake Street	2002
Sharff, Phillip A.	62 Lombard Terrace	2002

### PRECINCT 7

Connors, Joseph M.	78 Bates Road	2004
Hughes, Kenneth W.	20 Webster Street	2004
Ryan, Beth	40 Warren Street	2004
Sharpe, Theodore W.	51 Palmer Street	2004
Baron, Sheri A.	10 Raleigh Street	2003
Tobin, Daniel J.	70 Harlow Street, #2	2003
Villandry, Peter V.	63 Tufts Street	2003
White, Robert Manning	95 Everett Street	2003
Kennedy, William J.	18 Webster Street	2002
Smith, Walter R.	19 Tufts Street	2002
Swartz, Myra S.	36 Grafton Street	2002
Tobin, Margaret E.	70 Harlow Street	2002

### PRECINCT 8

Forge, Carma D.	11 Stony Brook Road	2004
Friedman, Cindy F.	130 Jason Street	2004
Rowe, Clarissa	54 Brantwood Road	2004
Worden, John L. III	27 Jason Street	2004
FitzMaurice, John A.	17 Lakeview	2003
Leone, John D.	51 Irving Street	2003
Rehrig, Brian H.	28 Academy Street	2003
Worden, Patricia B.	27 Jason Street	2003
Berkowitz, William R.	12 Pelham Terrace	2002
Bohn, Judith T.	38 Academy Street	2002
Foskett, Charles T.	101 Brantwood Road	2002
Jones, Bernice K.	21 Kensington Road	2002

### PRECINCT 9

Hallee, Jerome P.	47 Maynard Street	2004
Judd, Lyman G. Jr.	4 Winslow Street, #710	2004
Peters, Douglas J.	63 Maynard Street	2004
Peters, Natalie C.	63 Maynard Street	2004
Herlihy, Robert E.	51 Maynard Street	2003
Murphy, Edward W., Jr.	31 Sherborn Street, #B	2003
Ortwein, Nanci L.	135 Medford Street, #2	2003
Towle, Norman C.	22 Franklin Street, #1	2003
Candelas, Alexandra	4 Water Street	2002
Hallee, Pauline Y.	47 Maynard Street	2002
Lieberson, Patricia E.	5 Mystic Lake Drive	2002
Towle, William F.	22 Franklin Street	2002



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## PRECINCT 10

Costa, Barbara M.	26 Woodland Street	2004
Fennelly, Katharine Daley	97 Gray Street	2004
Russian, Donnarose	106 Spring Street	2004
Young, Richard	50 Newport Street	2004
Kenney, William J., Jr.	178 Newport Street	2003
Tessitore, Frank W.	222 Highland Avenue	2003
Tiedeman, Nancy N.	46 Bailey Road	2003
Young, Mary N.	142 Newport Street	2003
Howard, Jane L.	12 Woodland Street	2002
Howard Peter B.	12 Woodland Street	2002
Miller, Thomas H.	7 Bellevue Road	2002
Shea, William E.	9 Lincoln Street	2002

## PRECINCT 11

Caccavaro, Thomas Jr.	28 Ridge Street	2004
Chachich, Alan	205 Mystic Street, #1	2004
Lowenstein, Lynne A.	423 Mystic Street	2004
Maytum, Claire E.	25 Ridge Street	2004
Cole, John W.	9 Glen Avenue	2003
Maytum, William J.	25 Ridge Street	2003
Oppedisano, Pasquale D.	102 Stowcroft Road	2003
O'Riordan, Steven H.	21 Oak Hill Drive	2003
Faulkner, Barry	38 Kimball Road	2002
Greeley, Robert E.	38 Edgehill Road	2002
Radochia, Joyce H.	45 Columbia Road	2002
Sheehan, Daniel J.	23 Victoria Road	2002

## PRECINCT 12

Chaput, Roland E.	74 Grand View Road	2004
Nicholas, Dorothy F.	58 Fisher Road	2004
Thomas, Patricia J.	176 Mt. Vernon Street	2004
Thrope, Martin	348 Gray Street	2004
Dohan, Marc	43 Chester Street	2003
Harrington, Jacqueline	52 Kenilworth Road	2003
Megson, Mary	24 Coolidge Road	2003
Reilly, Kenneth E.	79 Glenburn Road	2003
Bakey, Janice Anzalone	15 Fountain Road	2002
Dumyahn, Tom	8 Fountain Road	2002
Jefferson, Robert J.	27 Park Circle	2002
Taber, William H.	23 Buena Vista Road	2002

## PRECINCT 13

Hayden, Robert B.	38 Old Middlesex Path	2004
Healy, Michael T.	1 Hodge Road	2004
McCarthy, Philip J.	156 Crosby Street	2004
Peters, Christopher W.	61 Hodge Road	2004
Doherty, James F.	11 Moccasin Path	2003
Hurd, Joan E.	267 Ridge Street	2003
Krepelka, Marie A.	12 Mohawk Road	2003
Owayda, Suzanne Baratta	12 Bradley Road	2003
Deyst, John J., Jr.	26 Upland Road West	2002
Deyst, Mary A.	26 Upland Road West	2002
Gilligan, Stephen J.	77 Falmouth Road	2002
Talanian, Lori	45 Oldham Road	2002

## PRECINCT 14

Arena, Richard	38 Walnut Street, #1	2004
Avery, Richard	4 Harvard Street	2004
DeMille, Evelyn Smith	31 Coleman Road	2004
Parker, Sarah A.	48 Walnut Street	2004
Jones, Alan H.	1 Lehigh Street	2003
Hooper, Gwenyth R.A.	1 School Street, #102	2003
Mahon, Diane M.	23 Howard Street, #2	2003
Tully, Joseph C.	329 Gray Street	2003
Canaday, John T.	48 Menotomy Road	2002
Hillis, Robert G.	17 Mount Vernon Street	2002
McCarthy, Kevin L.	251 Gray Street	2002
McDaniel, Julie	9 Walnut Terrace	2002

## PRECINCT 15

Ciano, Frank J.	65 Woodside Lane	2004
Fanning, Richard C.	57 Yerxa Road	2004
Lavalle, Brian	42 Oak Hill Drive	2004
Mara, Nancy A.	63 Epping Street	2004
Chamallas, Charles N.	41 Candia Street	2003
Doherty, Paul M.	26 Oak Hill Drive	2003
Megna, James S.	20 Teresa Circle	2003
Starr, Edward	7 Twin Circle Drive	2003
Bailey, Phyllis J.	172 Brattle Street	2002
LaCourt, Anne E.	48 Chatham Street	2002
Turner, Nathan S.	68 Dickson Avenue	2002
Winkler, Howard B.	10 Sleepy Hollow Lane	2002

## PRECINCT 16

Dingee, Grace M.	71 Claremont Avenue	2004
Franzen, Arn D.	81 Oakland Avenue	2004
Phelps, Judith Ann	77 Oakland Avenue	2004
Sandrelli, Donald A.	177 Park Avenue, #1	2004
Colwell, Martin	60 Claremont Avenue	2003
McGann, Kevin D.	206 Wachusett Avenue	2003
Phelps, Richard S.	77 Oakland Avenue	2003
Reedy, Allen W.	153 Renfrew Street	2003
Bronstein, Alan H.	231 Appleton Street	2002
Colwell, Kathleen G.	60 Claremont Avenue	2002
Curren, David B.	251 Wachusett Avenue	2002
Garrity, Robert K.	275 Park Avenue	2002

## PRECINCT 17

Burke, William K.	2 Old Colony Lane, #3	2004
Mazmanian, Zavan	1077 Mass. Avenue, #2	2004
Owen, Edward R.	9 Ryder Street, #22	2004
LeRoyer, Ann M.	12 Peirce Street	2003
Olszewski, Angela M.	1 Watermill Place, #428	2003
Banks, Joan L.	65 Brattle Street	2002
Daly, Joseph S.	11 Old Colony Lane, #7	2002
Leonard, John R.	1 Viking Court, #6	2002
Sennott, Frederick J., Jr.	10 Brattle Street	2002
Berzins, Ilmars	11 Old Colony Lane, #9	2002
King, Mary R.	12 Old Colony Lane, #2	2002

## PRECINCT 18

Ford, William J.	6 Mayflower Road	2004
Mayo, Joseph L.	3 Browning Road	2004
Santore, Joseph J. Jr.	8 Browning Road	2004
Andrew, Stephen J.	16 Wadsworth Road	2003
Hadley, David E.	202 Sylvia Street	2003
Parsons, Carolyn M.	23 Brewster Road	2003
White, Brian Terence	21 Piedmont Street	2003
Campbell, Edward J.	77 Hathaway Circle	2002
Greeley, Kevin F.	363 Mystic Street	2002
Ronan, Mary I	1 Brewster Road	2002
Lyons, Charles	82 Hathaway Circle	2002

## PRECINCT 19

Doherty, Leo F. Jr.	8 Gay Street	2004
Norton, Charles M.	625 Summer Street	2004
O'Connor, James M.	63 Overlook Road	2004
Tremby, Edward D.	76 Wright Street	2004
Carreiro, Richard L.	211 Forest Street	2003
Deshler, Christine P.	65 Huntington Road	2003
Haviland, Patricia J.	76 Thesda Street	2003
Warren, Christopher G.	91 Thesda Street	2003
Deal, Patricia M.	9 Ronald Road	2002
Hogan, Constance M.	18 Huntington Road	2002
Murray, John R.	34 Thesda Street	2002
Olsen, Linda K.	89 Wright Street	2002



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## PRECINCT 20

Binell, Helen M.	104 Lancaster Road	2004
Bloom, Raymond M.	90 Sylvia Street	2004
Streitfeld, Mark	22 Peck Avenue	2004
Vossmer, Cheryl N.	25 Peck Avenue	2004
Fuller, Peter T.	7 Kilsythe Road	2003
Ghezal, Saddek	3 Argyle Road	2003
Robertson, Raymond J.	41 Wilbur Avenue	2003
Tosi, Robert L.	14 Inverness Road	2003
Coffey, Robert J.	35 Dundee Road	2002
Mann, Nora J.	45 Wollaston Avenue	2002
Phillips, Meghan S.	30 Surry Road	2002
Tosi, Robert L., Jr.	14 Inverness Road	2002

## PRECINCT 21

Abbott, Freeland K.	104 Madison Avenue	2004
Malone, Michael P.	36 Evergreen Lane	2004
Mayer, Leslie A.	131 Crescent Hill Avenue	2004
O'Brien, Neal	187 Westminster Ave., #2	2004
Angotti, Michael J.	6 Westmoreland Avenue	2003
Carrigan, Owen R.	85 Sunset Road	2003
McCabe, Harry P.	92 Madison Avenue	2003
Scott, Martha I.	90 Alpine Street	2003
Elwell, Ralph E.	21 Montague Street	2002
McGough, James P.	11 West Court Terrace	2002
Phillips, Walter C.	2 Crescent Hill Avenue	2002
Sternbergh, Lynn	19 Westmoreland Avenue	2002



# LEGISLATIVE

## ANNUAL TOWN MEETING APRIL 23, 2001

Session	Date	Town Meeting Member Total	Town Meeting Members Present	Percent
1	April 23, 2001	246	205	83%
2	April 25, 2001	246	193	78%
3	April 30, 2001	247	201	81%
4	May 2, 2001	248	186	75%
5	May 7, 2001	249	197	79%
6	May 9, 2001	249	194	78%
7	May 14, 2001	249	189	76%
8	May 16, 2001	249	182	73%
9	May 21, 2001	249	187	75%
10*	May 23, 2001	249	182	73%
				<b>Average 77.10%</b>

\*Dissolved

Article 1 – Annual Town Election – March 31, 2001  
(Reported in Town Report under “Voting Results”)

Article	Action	Date
3 Report Of Committees	Voted: Received	4/23/01
4 Appointment Of Measurers Of Wood And Bark	Voted: Unanimously	4/23/01
5 Zoning Bylaw Amendment/ Building Moratorium	Voted: No Action	4/25/01
6 Zoning Bylaw Amendment/ General Signs	Voted: Standing Vote (Affirmative – 143 Negative - 5)	4/23/01
7 Zoning Bylaw Amendment/ Temporary Signs	Voted: Defeated	4/23/01
8 Zoning Bylaw Amendment/ Signs In Transportation District	Voted: Standing Vote (Affirmative – 139 Negative - 3)	4/23/01
9 Zoning Bylaw Amendment/ Window Signs	Voted: Standing Vote (Affirmative – 126 Negative - 9)	4/23/01
10 Zoning Bylaw Amendment/ Awning Signs	Voted: Standing Vote (Affirmative – 116 Negative - 27)	4/25/01
11 Zoning Bylaw Amendment/ Open And Closed Signs	Voted: Standing Vote (Affirmative – 95 Negative - 44)	4/25/01
12 Zoning Bylaw Amendment/ Half Story	Voted: Standing Vote (Affirmative – 131 Negative - 35)	4/30/01
13 Zoning Bylaw Amendment/ Maximum Height	Voted: Standing Vote (Affirmative – 138 Negative - 32)	4/30/01
14 Zoning Bylaw Amendment/ Open Space District	Voted: Standing Vote (Affirmative – 169 Negative - 5)	4/30/01
15 Zoning Bylaw Amendment/Open Space Properties	Voted: Standing Vote (Affirmative – 145 Negative - 3)	4/30/01
16 Zoning Bylaw Amendment/ Affordable Housing	Voted: Standing Vote (Affirmative – 143 Negative - 8)	5/07/01
17 Zoning Bylaw Amendment/ 821 Massachusetts Avenue	Voted: Standing Vote (Affirmative – 111 Negative - 39)	4/30/01
18 Zoning Bylaw Amendment/ Mugar Site	Voted: No Action	5/07/01
19 Zoning Bylaw Amendment/ Open Space District ii	Voted: No Action Unanimously	5/07/01
20 Zoning Bylaw Amendment/ Open Space For Public Use	Voted: No Action	5/07/01
21 Disposition/36 Wright Street	Voted: Quorum Present	5/07/01
22 Resolution/Housing Affordability	Voted: Quorum Present	5/07/01
23 Open Space Plan	Voted: Unanimously	5/07/01
24 Bylaw Amendment/Adjustments To Town Fees	Voted: Quorum Present	5/07/01
25 Bylaw Amendment/Newsracks	Voted: Unanimously	5/09/01
26 Bylaw Amendment/Overgrowth On Public Ways	Voted: Quorum Present	5/09/01



# LEGISLATIVE

## Annual Town Meeting (Continued)

Article	Action	Date
27 Bylaw Amendment/Building Regulations	Voted: Quorum Present	5/09/01
28 Bylaw Amendment/Wetlands Protection	Voted: Defeated	5/09/01
29 Bylaw Amendment/Commercial Trash Collection Fees	Voted: Unanimously	5/09/01
30 Bylaw Amendment/Special Trash Collection Fees	Voted: Quorum Present	5/09/01
31 Bylaw Amendment/Mercury Sales Ban	Voted: Quorum Present	5/09/01
32 Bylaw Amendment/Submission Of Minutes	Voted: Quorum Present	5/09/01
33 Bylaw Amendment/Cooking Odors	Voted: No Action	5/16/01
34 Land Conservation Policies	Voted: Unanimously	5/14/01
35 Transportation Committee	Voted: No Action	5/21/01
36 Acceptance Of Legislation/ Community Preservation Act	Voted: Quorum Present	5/21/01
37 Enterprise Fund/Life Support Services	Voted: Unanimously	5/14/01
38 Acceptance Of Legislation/ Fitness Standards	Voted: Standing Vote	5/23/01
	(Affirmative – 96 Negative - 69)	
39 Ryder Street Lease	Voted: Unanimously	5/14/01
	(Quorum Present -More Than 85 TMM Present And Voting)	
40 Request For Legislation/ Delayed Retirement Option Plan	Voted: Quorum Present	5/14/01
41 Request For Legislation/ Speed Limits	Voted: Standing Vote	5/21/01
	(Affirmative – 121 Negative - 17)	
42 Request For Legislation/ Education Policy/ Town Meeting	Voted: No Action	5/21/01
43 Request For Accidental Retirement Benefit/ Albert Spina	Voted: Quorum Present	5/14/01
44 Lane Markings & Crosswalks/Massachusetts & Park Avenues	Voted: Quorum Present	5/21/01
45 International Crosswalk Design	Voted: Unanimously	5/21/01
46 Endorsement Of CDBG Application	Voted: Unanimously	5/21/01
47 Authority To File For Grants	Voted: Unanimously	5/14/01
48 Early Retirement	Voted: Unanimously	5/14/01
	(No Action)	
49 Education Reform	Voted: Unanimously	5/14/01
	(No Action)	
50 Special Education	Voted: Unanimously	5/14/01
	(No Action)	
51 Revolving Funds	Voted: Unanimously	5/14/01
52 Bylaw Amendment/ Appropriation Expansion Of Recycling Program	Voted: Unanimously	5/14/01
	(No Action)	
53 Bylaw Amendment/ Appropriation Submission Of Amendments	Voted: No Action	5/14/01
54 Acceptance Of Legislation/ Appropriation Non-Contributory Pop-Up Act	Voted: Unanimously	5/14/01
55 Deed Restriction/ Appropriation/Peirce Field	Voted: Unanimously	5/14/01
	(No Action)	
56 Appropriation/Curb Extensions/Traffic Islands/ Massachusetts Avenue	Voted: No Action	5/21/01
57 Collective Bargaining/ Local 680	Voted: Unanimously	5/14/01
	(No Action)	
58 Collective Bargaining/NAGE	Voted: Unanimously	5/23/01
59 Collective Bargaining/ Library Professionals	Voted: Unanimously	5/14/01
60 Collective Bargaining/ Local 1297 Firefighters	Voted: Unanimously	5/14/01
61 Collective Bargaining/ Patrolmen	Voted: Quorum Present	5/14/01
62 Collective Bargaining/ Ranking Police Officers	Voted: Unanimously	5/14/01
63 M Schedule And Non-Union Employees	Voted: Unanimously	5/14/01
	(No Action)	
64 Salary Adjustment/Elected Officials	Voted: Unanimously	5/14/01
	(No Action)	
65 Funding Future Collective Bargaining	Voted: Unanimously	5/23/01
	(No Action)	
66 Positions Reclassification	Voted: Unanimously	5/14/01
67 Appropriation/Pension Adjustment For Retirees	Voted: Unanimously	5/14/01



# LEGISLATIVE

## *Annual Town Meeting (Continued)*

<b>Article</b>	<b>Action</b>	<b>Date</b>
68 Appropriation/Town Budgets	Voted: Unanimously	5/16/01
69 Appropriation/Capital Projects And Debt	Voted: Unanimously	5/21/01
	Part 1 - Unanimously	
	Part 2 - Unanimously	
	Part 3 - Unanimously Standing Vote (Affirmative - 128 Negative - 0)	
	Part 4 - Unanimously	
	Part 5 - Unanimously	
70 Appropriation/Minuteman Regional Vocational Technical High School	Voted: Quorum Present	5/21/01
71 Appropriation/Committees And Commissions	Voted: Unanimously	5/21/01
72 Transfer Of Funds/ Conservation Commission	Voted: Unanimously	5/21/01
73 Appropriation/Town Celebrations, Etc.	Voted: Unanimously	5/21/01
74 Appropriation/Millennium Memorial Trust	Voted: Unanimously	5/21/01
75 Appropriation/Memorial To Alan Hovhanness	Voted: No Action	5/21/01
76 Appropriation/Miscellaneous	Voted: Unanimously	5/21/01
77 Land Acquisition/Symmes Hospital	Voted: Quorum Present	5/21/01
78 Community Health Center/Symmes Hospital	Voted: Quorum Present	5/21/01
79 Land Acquisition/821 Massachusetts Avenue	Voted: No Action	5/21/01
80 Land Acquisition/Mugar Site	Voted: Standing Vote (Affirmative - 145 Negative - 3)	5/23/01
81 Sale Of Town Land/Peabody Road	Voted: Unanimously	5/21/01 (No Action)
82 Appropriation/Trash Contract	Voted: Unanimously	5/21/01 (No Action)
83 Appropriation/Minuteman Bikeway	Voted: Unanimously	5/21/01
84 Appropriation/School Committee Salary	Voted: No Action	5/21/01
85 Appropriation/Parks And Fields	Voted: Unanimously	5/23/01 (No Action)
86 Appropriation/Financing Of Construction Or Reconstruction Of Sewers And Sewerage Facilities	Voted: Unanimously	5/21/01 (No Action)
87 Appropriation/Financing Of Construction Or Reconstruction Of Water Mains And Water Facilities	Voted: Unanimously	5/23/01 (No Action)
88 Appropriation/Thompson & Stratton Schools	Voted: Unanimously (More Than 85 TMM Present & Voting)	5/23/01
89 Appropriation/Peirce School	Voted: Unanimously	5/23/01 (No Action)
90 Appropriation/Hardy School	Voted: Unanimously	5/23/01 (No Action)
91 Appropriation/Retiree Healthcare Trust Fund	Voted: Unanimously	5/23/01
92 Appropriation/Tip Fee Stabilization Fund	Voted: Unanimously	5/23/01
93 Transfer Of Funds/Cemetery	Voted: Unanimously	5/23/01
94 Appropriation/Overlay Reserve	Voted: Unanimously	5/23/01
95 Use Of Free Cash	Voted: Unanimously	5/23/01



# LEGISLATIVE

## SPECIAL TOWN MEETING

*May 2, 2001*

Session	Date	Town Meeting Member Total	Town Meeting Members Present	Percent
1	May 2, 2001	248	185	75%
2	May 7, 2001	249	197	79%
*3	May 9, 2001	249	194	78%
				<b>Average – 77.33%</b>

\*Dissolved

Article	Action	Date
1 Reports Of Committees	Voted: Received	05/02/01
2 Deed Restriction/ Appropriation/Peirce Field	Voted: Standing Vote - (Affirmative – 157 Negative - 4)	05/02/01
3 Appropriation/Peirce School	Voted: Unanimously	05/09/01
(Quorum Present -More Than 85 T.M.M. Present And Voting)		
4 Appropriation/Hardy School	Voted: Unanimously	05/07/01
		(No Action)
5 Land Acquisition/Symmes Hospital	Voted: Unanimously	05/07/01
		(No Action)
6 Enterprise Fund/Life Support Services	Voted: Unanimously	05/07/01
		(No Action)

## SPECIAL TOWN MEETING

Session	Date	Town Meeting Member Total	Town Meeting Members Present	Percent
1	October 1, 2001	245	180	73%
2	January 14, 2002	244	174	71%
*3	January 16, 2002	244	170	70%
				<b>AVERAGE 71.33%</b>

\* Dissolved

Article	Action	Date
1 Report Of Committees	Voted: Received	10/01/01
2 Land Acquisition/Symmes Hospital	Voted:	01/16/02
Part A: (Standing Vote: Affirmative – 141 Negative - 21)		
Part B: (Standing Vote: Affirmative – 144 Negative - 18)		
3 Acceptance Of Legislation/Community Preservation Act	Voted: Quorum Present	10/01/01
		(No Action)
4 Arlington Housing Authority/Low Income Housing Projects	Voted: Standing Vote	10/01/01
		(Affirmative – 111 Negative - 55)
5 Appropriation/Transfer Of Funds Hardy School Playground	Voted: Quorum Present	10/01/01



# **TOWN CLERK and ELECTIONS**

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## **Town Clerk**

The following annual report of the Town Clerk for the year ending December 31, 2001 is herewith submitted in accordance with Section 3 of Article 3, Title I of the Town Bylaws. During 2001, the Annual Election of Town Officers, the Annual, and three Special Town Meetings were prepared for and conducted by the Town Clerk's Office.

The Town has twenty-one AccuVote machines, one for each precinct, and a main counting system located in the Town Clerk's Office. This system consists of paper ballots to be marked by the voters and inserted into the AccuVote machines, which automatically tally the votes appearing on the paper ballots. When the polls close, the precinct totals are immediately printed at the precinct, posted, announced and then transferred to the Town Clerk's Office on a memory card, where the precinct totals are accumulated by entering the memory cards into the main counting system. Finally, the complete official town results are printed and announced.

Town Meeting Members whose terms were to expire at the Annual Town Election were notified of that fact and of the provision of law that allows them to become candidates for re-election by giving written notice thereof to the Town Clerk. Nomination papers were issued to candidates for town offices including Town Meeting Members, and, after being certified by the Registrars of Voters, were filed with the Town Clerk. A meeting was held by the Registrars of Voters, as required by law, to draw names for position on the official ballot for the Annual Town Election.

Candidates for town offices, except Town Meeting Members, were notified of the requirements of the law regarding the filing of periodic statements of campaign receipts and expenditures with the Town Clerk's Office. Incumbents and candidates for election during the previous year, who had campaign finance activity, a balance and/or liability were also notified of the requirements of filing annual reports.

Upon application, absentee ballots were issued for the Annual Town Election. Applications for absentee ballots were automatically sent to all persons who had filed physicians' certificates of permanent physical disability, as required by law. Many residents took advantage of the provision of law which allowed them to vote in person in the Town Clerk's Office prior to the election if they were to

be out of town or otherwise unavailable to vote in person at the polls on the day of the election.

The Annual Town Meeting began on April 23, 2001 and continued for ten sessions, dissolving on May 23, 2001. Ninety-five warrant articles were acted upon. The first article of the Annual Town Meeting is the Annual Town Election. The first Special Town Meeting was called for on April 9 at which three articles were acted upon. The second Special Town Meeting was called for on May 2 at which six articles were acted upon and the third Special Town Meeting took place on October 1 and adjourned to January 14, 2002. Meetings were held before the Annual and Special Town Meetings to fill vacancies in the town meeting membership caused by resignation, removal from town, or death, until the next Annual Town Election.

Certificates of all appropriations voted at all town meetings and the provisions for meeting them were sent to the Board of Assessors and the Comptroller. Certified copies of all votes authorizing indebtedness were sent to the Director of Accounts. The Secretary of the Commonwealth was notified of the acceptance by the Town Meeting of any provisions of the General Laws. In addition, certified copies of all votes passed at all town meetings were sent to the departments affected.

All the amendments to the Town Bylaws and Zoning By-Laws as voted at the Annual Town Meeting were submitted to the Attorney General and were approved within the statutory period provided. They were then advertised for two successive weeks in the local newspaper, as required by law, following which they took effect.

A summary of the Annual Town Meeting appears elsewhere in this Annual Report. A complete record of the actions taken is contained in the Records of Elections and Town Meetings in the Town Clerk's Office.

Births, deaths, and marriages were recorded and copies forwarded to the Secretary of the Commonwealth monthly. Certified copies of these vital statistics and all other documents recorded in the Town Clerk's Office were made available upon request.

A total of 951 dogs were licensed and 313 sporting (conservation) licenses issued by the Town Clerk's Office. In addition, certain licenses granted by the Board of Selectmen were issued. Raffle and bazaar permits and gasoline permit renewals were issued, financing statements, utility pole locations, cemetery deeds, and business certificates were recorded. Decisions of the Zoning Board of Appeals, decisions on requests for Special Permits from the



# TOWN CLERK and ELECTIONS

Redevelopment Board, and Amendments to the Traffic Rules and Orders were also placed on file in this office.

The Department of Revenue was notified of all licenses, permits issued, and business certificates filed. Street permit, drainlayer, blasting, and other surety bonds covering contractors were also placed on file in this office. Oaths of office were administered to all elected or appointed town officials and each was given copies of excerpts from the Open Meeting Law and the Conflict of Interest Law. Notices of meetings of all boards, committees, or commissions were publicly posted upon receipt, as required by the Open Meeting Law. Town officials and departments were notified of all legislative acts affecting them.

Fines were collected for citations issued under Section 21D of Chapter 40, General Laws, for violations of the town bylaws. Citations for persons who did not pay the penalties within the required time, twenty-one days, were referred to the Clerk of the District Court of Middlesex for further action.

office from the cities and towns where these events occurred.

## Registrars of Voters

As mandated by law, a combined Annual Town and School Census was conducted during the months of January and February. The census was conducted entirely by mail, with computer-preprinted forms sent to each household in Arlington requesting that information contained therein be confirmed or corrected. The census forms contained the names of all persons residing in Arlington. Once returned to the Registrars' Office, all census and voter information was entered and continually updated in the Town's computer database by the Registrars' Office.

A list of persons from birth to twenty-one years of age was transmitted to the School Committee. The Jury Commissioner obtained juror information directly from the Massachusetts Voter Registration Information System from data entered into the system by this office. The Annual True List of Persons, Seventeen Years of Age and Over, was published as required by law. In accordance with the True List information that had been presented, 4,132 notices were sent by first-class mail, as required by law, to persons whose names were to be removed from the voting list because they had not been reported as residing in Arlington on January 1, 2001. Those who proved residence were reinstated. The total number of registered voters upon completion of the annual revision of the voting list was 28,913, including 14,229 enrolled Democrats, 3,246 enrolled Republicans, 112 enrolled Libertarians, and 11,273 unenrolled voters. In addition to the voters enrolled in the three political parties and those who were unenrolled, the following number of voters were enrolled in these legal political designations: 9 - Reform Party, 3 - Rainbow Coalition, 15 - Green Party USA, 2 - Massachusetts Green Party, 4 - Socialist, 17 - Interdependent Third Party, 2 - Natural Law Party, and 1 - Constitution Party. The following designations had no enrollees: Conservative Party, We the People, New Alliance Party, and Prohibition Party. Voters who enroll in a political designation may not vote in any state or presidential primary. Cards were mailed to voters acknowledging receipt of change or cancellation of political party enrollments received during the year by this office.

Throughout the year, daily sessions for registration of voters were held during regular

## Fees Collected During 2001

Marriage Intentions	\$3,870.00
Filing Fees	\$1,420.00
Miscellaneous Certificates	\$27,201.00
Pole Locations/Misc. Zoning	\$308.00
Renewal of Gasoline Permits	\$701.00
Miscellaneous Books	\$865.00
Miscellaneous Violations	\$795.00
Duplicate Dog Tags	\$12.00
Miscellaneous Licenses	\$956.00
Dog Licenses	\$6,913.00
Conservation Licenses	\$7,407.05
Municipal Town Fees	\$264.00
<b>TOTAL</b>	<b>\$50,712.05</b>

Fees to Division of Fisheries & Wildlife \$7,270.50

Your attention is directed to the following vital statistics of the Town, which are recorded at this time. It should be noted, however, that the

## Vital Statistics

Births	542
Deaths	427
Marriages	262

summaries of births and deaths are incomplete, inasmuch as records thereof pertaining to Arlington residents are still being received by our



## TOWN CLERK and ELECTIONS

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business hours in the Office of the Town Clerk. A special session was also held until 8:00 P.M. on the last day to register voters for the Annual Town Election.

The provisions of the so-called "Motor Voter" Bill permits mail-in voter registration and eliminated the requirement that special evening and Saturday sessions for the registration of voters be held except for the final day prior to the deadline for registration for primaries and elections. Special forms for mail-in voter registration were made available at various locations throughout Arlington and all other cities and towns in the State.

In addition, persons were allowed to fill out voter registration affidavits at public offices throughout Massachusetts, such as the Registry of Motor Vehicles, Social Security, Welfare, Medicaid, Food Stamps, Military Recruitment Offices, and other State and Federal departmental offices. These affidavits were forwarded through the computer or by mail to the Registrars of Voters or Election Commissioners of the voters' places of residence. As required by law, acknowledgment forms were sent to persons who registered to vote at special locations, or mailed in registration affidavits, notifying them of their precincts and voting places.

The Board certified 2,581 voter signatures appearing on nomination papers filed by or on behalf of candidates seeking offices at the Annual Town Election. In addition, petitions for articles to be inserted in the warrant for the 2001 Annual and Special Town Meetings, petitions for referenda to be placed on the 2002 State Election Ballot, and 357 applications for absentee ballots for the Annual Town Election. After nomination papers for the Annual Town Election had been certified by the Registrars of Voters and filed with the Town Clerk, the Registrars of Voters held a meeting to draw names for the order of position on the official ballot for the election, as required by law.

During the year, the information contained on approximately 20,000 census forms of residents of the Town on January 1 was transferred to their individual master cards. These cards provide a complete official record of residence for all persons seventeen years of age or older from the time they first become residents of the town. From such information, certificates of residence are issued daily to establish eligibility for attendance at state and regional schools, colleges and universities, receipt of old age assistance, veterans' services, social security, employment in state or federal civil service and for many other purposes. In addition, Registered Voters' Certificates were issued throughout the year from the Board's records for identification purposes and for proof of citizenship.

During the Annual Town Election, the Registrars of Voters were in session throughout the entire time the polls were open to assist voters who had questions relating to registration, name and/or address changes, precincts, polling places, and other problems arising during that time. After the polls closed, the Registrars assisted in the tabulation of the ballots until the final results were announced.



# TOWN CLERK and ELECTIONS

## VOTING RESULTS

### ARLINGTON ANNUAL TOWN ELECTION, March 31, 2001

Total of Ballots Cast – 7,505

26% of total number of registered voters – 28,913

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Total Ballots Cast	165	311	206	211	241	262	254	428	391	473	488	567	523	354	505	418	187	378	478	342	323	7,505

#### Moderator for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*John L. Worden, III	128	221	147	141	190	196	179	310	285	348	372	410	372	249	353	299	146	270	340	237	238	5,431
Others	1	2	1	4	2	2	2	8	4	1	4	6	5	1	5	2	5	5	4	4	6	74
Blanks	36	88	58	66	49	64	73	110	102	124	112	151	146	104	147	117	36	103	134	101	79	2,000

#### Selectmen for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Kevin F. Greeley	111	207	137	133	194	187	166	280	297	319	360	405	349	248	344	297	141	266	325	235	224	5,225
Others	1	11	4	7	1	3	4	6	5	9	7	5	15	9	6	2	6	10	6	3	5	125
Blanks	53	93	65	71	46	72	84	142	89	145	121	157	159	97	155	119	40	102	147	104	94	2,155

#### Assessor for Three Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*James F. Doherty	119	203	138	138	189	183	169	246	271	308	344	382	342	228	327	290	135	266	313	221	215	5,027
Others	1	3	0	2	0	1	2	2	3	2	3	3	1	2	3	0	2	4	3	2	3	42
Blanks	45	105	68	71	52	78	83	180	117	163	141	182	180	124	175	128	50	108	162	119	105	2,436

#### Assessor for One Year (1) (to fill vacancy)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Mary Winstanley O'Connor	121	188	134	131	182	175	180	249	270	309	352	374	332	226	319	292	133	253	302	222	220	4,964
Others	0	4	0	4	0	1	1	5	1	0	4	2	4	2	5	1	2	4	5	2	4	51
Blanks	44	119	72	76	59	86	73	174	120	164	132	191	187	126	181	125	52	121	171	118	99	2,490

#### School Committee for Three years (2)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*Paul Schlichtman	67	118	102	91	116	138	135	247	160	252	237	347	219	159	204	232	85	182	213	165	162	3,631
Teresa R. Bottoni	31	37	33	31	35	33	37	38	71	53	55	43	56	47	72	45	34	53	64	70	48	986
William A. Carey, Jr.	73	178	86	90	127	113	120	104	186	175	216	252	195	154	213	172	83	179	190	150	164	3,220
*Suzanne Baratta Owayda	95	185	111	121	111	149	112	314	183	284	291	332	368	217	307	247	108	208	292	171	176	4,382
Others	0	0	1	2	0	0	0	1	3	1	0	1	1	1	1	1	3	0	4	1	2	23
Blanks	64	104	79	87	93	91	104	152	179	181	177	159	207	130	213	139	61	134	193	127	94	2,768

#### Arlington Housing Authority for Five Years (1)

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
Olga B. Kahn	57	76	93	64	53	92	90	245	110	213	184	237	179	131	170	161	75	107	201	143	133	2,814
*Nicholas C. Mitropoulos	86	203	89	121	168	129	127	134	250	199	254	263	291	172	251	193	89	215	189	155	139	3,717
Others	1	1	1	3	0	1	0	0	0	0	3	2	2	2	3	2	3	0	3	1	1	29
Blanks	21	31	23	23	20	40	37	49	31	61	47	65	51	49	81	62	20	56	85	43	50	945

\*Elected

Question 1: Debt Exclusion – Symmes Hospital Site: “Shall the Town of Arlington be allowed to exempt from the provisions of Proposition two and one-half, so called, the amounts required to pay for the bond issue in order to acquire the Symmes Hospital site and to renovate the buildings thereon?”

Precinct	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Total
*YES	85	164	130	93	126	164	153	309	238	285	287	348	279	253	308	250	121	196	257	204	191	4,441
NO	65	117	63	91	99	85	78	98	112	139	161	171	196	85	166	133	54	144	196	111	112	2,476
Blanks	15	30	13	27	16	13	23	21	41	49	40	48	48	16	31	65	12	38	25	27	20	588

\*Passed



# TOWN CLERK and ELECTIONS

## TOWN MEETING MEMBERS

### PRECINCT ONE -THREE YEARS (4)

*Paul J. McGaffigan, 32 Silk Street.....	118
*Martin W. Cuddy, 6 Patrick Street.....	103
*Maria C. Hood, 25 Silk Street .....	2
All Others.....	5
Blanks .....	432

### PRECINCT TWO - THREE YEARS (4)

*William Logan, 7 Mary Street .....	199
*Anthony C. Casieri, 22 Margaret Street .....	189
*Augustine R. Cella, 99 Spy Pond Parkway .....	198
*Paolo F. Marinelli, 28 Brooks Avenue .....	187
All Others.....	1
Blanks .....	470

### PRECINCT THREE - THREE YEARS (4)

*William F. Hayward, 68 Cleveland Street.....	128
*Osmano Boschi, 51 Winter Street.....	112
*Melissa A. Haussman, 38 Marathon Street .....	121
*Susan McShane, 32 Amsden Street.....	125
All Others.....	4
Blanks .....	334

### PRECINCT FOUR - THREE YEARS (4)

*Robert P. Scoppettuolo, 27 Magnolia Street .....	132
*David Stoff, 88 Fairmont Street .....	137
All Others.....	17
Blanks .....	558

### PRECINCT FOUR - TWO YEARS (1)

#### (to fill vacancy)

*Rona S. Logue, 43 Magnolia Street .....	154
All Others.....	2
Blanks .....	55

### PRECINCT FIVE - THREE YEARS (4)

*Abigail DuBois, 83 Park Street .....	177
*M. Wendy Watson, 23 Amherst Street .....	162
*Colleen R. Goodsell, 88 Rawson Road.....	2
*Thomas G. Goodsell, 88 Rawson Road.....	4
All Others.....	6
Blanks .....	613

### PRECINCT FIVE - TWO YEARS (2)

#### (to fill vacancy)

*Paul J. McLellan, 4 Park Street Place .....	3
*Scott D. Murphy, 6 Park Street Place .....	2
All Others.....	17
Blanks .....	460

### PRECINCT SIX - THREE YEARS (4)

Phillip A. Sharff, 62 Lombard Terrace .....	123
*Jeffrey D. Thielman, 422 Massachusetts Ave.....	169
*Dennis Bento, 12 Orvis Road .....	151
*Andrew S. Fischer, 25 Lombard Road.....	127
*Paul Schlichtman, 60 Pleasant Street.....	158
All Others.....	4
Blanks .....	316

### PRECINCT SIX - ONE YEAR (2)

#### (to fill vacancies)

*Lisa M. Reynolds, 1 Pond Terrace .....	142
Jeffrey D. Thielman, 422 Massachusetts Ave. ....	165
*Andrew M. Randolph, 8 Wellington Street.....	69
All Others .....	1
Blanks .....	147

### PRECINCT SEVEN - THREE YEARS (4)

*Beth Ryan, 40 Warren Street .....	155
*Joseph M. Connors, 78 Bates Road .....	158
*Kenneth W. Hughes, 20 Webster Street .....	142
*Theodore W. Sharpe, 51 Palmer Street.....	111
Myra S. Schwartz, 36 Grafton Street.....	70
All Others .....	0
Blanks.....	380

### PRECINCT SEVEN - ONE YEAR (1)

#### (to fill vacancy)

Beth Ryan, 40 Warren Street.....	145
*Myra S. Schwartz, 36 Grafton Street.....	54
All Others .....	0
Blanks.....	55

### PRECINCT EIGHT - THREE YEARS (4)

*Cindy F. Friedman, 130 Jason Street.....	296
*Carma D. Forgie, 11 Stony Brook Road.....	262
*John L. Worden III, 27 Jason Street.....	275
*Clarissa Rowe, 54 Brantwood Road.....	306
All Others .....	13
Blanks .....	560

### PRECINCT NINE - THREE YEARS (4)

*Natalie C. Peters, 63 Maynard Street .....	225
Philip L. Budne, 35 Central Street.....	178
*Douglas J. Peters, 63 Maynard Street .....	206
*Jerome P. Hallee, 47 Maynard Street .....	211
*Lyman G. Judd, Jr., 4 Winslow Street.....	179
All Others .....	4
Blanks .....	561

### PRECINCT TEN - THREE YEARS (4)

*Donnarose Russian, 106 Spring Street .....	288
*Barbara M. Costa, 26 Woodland Street .....	314
*Katharine Daley Fennelly, 97 Gray Street .....	13
*Richard Young, 50 Newport Street .....	8
All Others .....	51
Blanks.....	1,218

### PRECINCT ELEVEN - THREE YEARS (4)

*Alan Chachich, 205 Mystic Street.....	288
*Claire E. Maytum, 25 Ridge Street.....	324
*Lynn A. Lowenstein, 423 Mystic Street .....	321
*Thomas Caccavaro, Jr., 28 Ridge Street.....	343
All Others .....	11
Blanks.....	665



# TOWN CLERK and ELECTIONS

## **PRECINCT TWELVE – THREE YEARS (4)**

*Patricia J. Thomas, 176 Mount Vernon St. ....	367
*Dorothy F. Nicholas, 58 Fisher Road .....	361
*Roland E. Chaput, 74 Grand View Road .....	409
*Martin Thrope, 348 Gray Street.....	399
All Others .....	5
Blanks .....	727

## **PRECINCT THIRTEEN – THREE YEARS (4)**

*Christopher William Peters, 61 Hodge Road.....	324
*Robert B. Hayden, 38 Old Middlesex Path .....	306
*Michael T. Healy, 1 Hodge Road .....	345
*Philip J. McCarthy, 156 Crosby Street.....	316
All Others .....	15
Blanks .....	786

## **PRECINCT FOURTEEN – THREE YEARS (4)**

*Richard Arena, 38 Walnut Street.....	239
*Evelyn Smith DeMille, 31 Coleman Road .....	205
*Sarah A. Parker, 48 Walnut Street .....	221
*Richard Avery, 4 Harvard Street .....	195
All Others .....	8
Blanks .....	548

## **PRECINCT FOURTEEN – TWO YEARS (1) (to fill vacancy)**

*Alan H. Jones, 1 Lehigh Street .....	19
All Others .....	42
Blanks .....	293

## **PRECINCT FIFTEEN – THREE YEARS (4)**

*Brian Lavalley, 42 Oak Hill Drive .....	300
*Nancy A. Mara, 63 Epping Street.....	306
*Richard C. Fanning, 57 Yerxa Road.....	315
*Frank J. Ciano, 65 Woodside Lane.....	301
All Others .....	3
Blanks .....	795

## **PRECINCT FIFTEEN – ONE YEAR (1) (to fill vacancy)**

Teresa R. Bottoni, 59 Crawford Street.....	159
*Phyllis J. Bailey, 172 Brattle Street .....	201
All Others .....	0
Blanks .....	145

## **PRECINCT SIXTEEN – THREE YEARS (4)**

*Judith Ann Phelps, 77 Oakland Avenue .....	278
*Donald A. Sandrelli, 77 Park Avenue .....	36
*Arn D. Franzen, 81 Oakland Avenue .....	33
*Grace M. Dingee, 71 Claremont Avenue.....	13
All Others .....	48
Blanks .....	10

## **PRECINCT SIXTEEN – TWO YEARS (1) (to fill vacancy)**

*Martin Colwell, 60 Claremont Avenue .....	5
All Others .....	41
Blanks .....	372

## **PRECINCT SEVENTEEN – THREE YEARS (4)**

*William K. Burke, 2 Old Colony Lane.....	136
*Zavan Mazmanian, 1077 Massachusetts Ave. ....	127
*Edward R. Owen, 9 Ryder Street.....	134
All Others .....	13
Blanks .....	338

## **PRECINCT EIGHTEEN – THREE YEARS (4)**

*William J. Ford, 6 Mayflower Road.....	256
*John H. Vann, 210 Florence Avenue.....	249
*Joseph J. Santore, Jr., 8 Browning Road .....	257
*Joseph L. Mayo, 3 Browning Road .....	10
All Others .....	22
Blanks .....	718

## **PRECINCT NINETEEN – THREE YEARS (4)**

*James M. O'Connor, 63 Overlook Road .....	291
*Leo F. Doherty, Jr., 8 Gay Street.....	297
*Edward D. Trembly, 76 Wright Street .....	289
*Charles M. Norton, 625 Summer Street .....	5
All Others .....	27
Blanks .....	1,003

## **PRECINCT NINETEEN – ONE YEAR (1) (to fill vacancy)**

*Constance M. Hogan, 18 Huntington Road .....	322
All Others .....	3
Blanks .....	153

## **PRECINCT TWENTY – THREE YEARS (4)**

*Raymond M. Bloom, 90 Sylvia Street .....	195
*Mark Streitfeld, 22 Peck Avenue .....	201
*Helen M. Binell, 104 Lancaster Road .....	217
*Cheryl N. Vossmer, 25 Peck Avenue.....	21
All Others .....	33
Blanks .....	701

## **PRECINCT TWENTY-ONE – THREE YEARS (4)**

*Neal O'Brien, 187 Westminster Avenue .....	207
*Michael P. Malone, 36 Evergreen Lane.....	196
*Freeland K. Abbott, 104 Madison Avenue.....	210
*Leslie A. Mayer, 131 Crescent Hill Avenue .....	220
All Others .....	6
Blanks .....	453

\*Elected



# TOWN DIRECTORY

## Town Officials and Committees as of December 31, 2001

### Elected by Arlington's Citizens

Board of Selectmen	Term
Charles Lyons, Chair, 82 Hathaway Circle	2002
Diane M. Mahon, Vice Chair, 23 Howard Street	2002
Kevin F. Greeley, 36 Hathaway Circle	2001
John W. Hurd, 28 Colonial Drive	2003
Kathleen Kiely Dias, 26 Addison Street	2003

#### Moderator

John L. Worden III, 27 Jason Street 2001

#### Town Clerk

Corinne M. Rainville, 745 Summer Street 2002

#### Town Treasurer

John J. Bilafer, 15 Victoria Road 2002

#### Board of Assessors

James F. Doherty, Chair, 6 Highland Avenue 2004  
 Mary Winstanley O'Connor, 781 Concord Tnpk. 2002  
 Kevin P. Feeley, 25 Baker Road 2003

#### School Committee

Joani LaMachia, Chair, 6 Shawnee Road 2002  
 Barbara C. Goodman, 31 Walnut Street 2002  
 Martin Thrope, 348 Gray Street 2002  
 David W. McKenna, 77 Sunset Road 2003  
 Denis Sullivan, 21 Jean Road 2003  
 Suzanne Baratt Owayda, 12 Bradley Road 2004  
 Paul Schlichtman, 60 Pleasant Street 2004

#### Arlington Housing Authority

\*Patricia B. Worden, Chair, 27 Jason Street 2006  
 Richard B. Murray, 38 Marion Road 2003  
 Freeland K. Abbott, 104 Madison Ave. 2004  
 John Griffin, 21 Peirce Street 2004  
 Nicholas Mitropoulos, 17 Jean Road 2006

\*Appointed by Governor

### Appointed by Town Moderator

#### Finance Committee\*\*

Name (Precinct)  
 Allan Tosti, Chair (3) 2003  
 Abigail DuBois, Vice Chair (5) 2002  
 Charles T. Foskett, Vice Chair (8) 2004  
 Richard C. Fanning, Vice Chair (15) 2003  
 Peter B. Howard, Secretary (10) 2002

#### Finance Committee - continued

	Term
Erin Phelps (1)	2002
Robert P. Scoppettuolo (4)	2002
Daniel M. O'Neill (16)	2002
Zavan A. Mazmanian (17)	2002
Robert L. Tosi, Jr. (20)	2002
Sidney Feinleib (6)	2003
Mary M. Franclemont (9)	2003
Kenneth J. Simmons (12)	2003
Paul E. Olsen (19)	2003
John Mahoney (21)	2003
Stephen W. DeCoursey (2)	2004
Peter Villandry (7)	2004
George Kocur (11)	2004
John J. Deyst, Jr. (13)	2004
Johanna Gurland (14)	2004
Mary I. Ronan (18)	2004

\*\*Appointed by the Town Moderator, Chairman of the Finance Committee, and the Board of Trust Fund Commissioners.

#### Minuteman Regional High School Committee Representative

Erin Phelps

#### Bylaw Recodification Study Committee

John T. Kohl  
 John F. Maher  
 Diane M. Mahon  
 Kevin O'Brien  
 John L. Worden III

#### Infrastructure Working Group

Philip J. Farrington, Town Manager  
 Alan McClennen, Jr., Planning Director  
 Joani LaMachia, School Committee  
 John J. Bilafer, Town Treasurer  
 Charles Foskett, Capital Planning Committee  
 Allan Tosti, Finance Committee  
 Charles Lyons, Selectmen  
 Kathleen Donovan, School Superintendent  
 John Cole, Permanent Town Building Committee

#### Arlington Recycling Committee

Peter Allison, acting chair  
 Freeland Abbott  
 Beverly Brinkerhoff  
 Susan Marceau-Kolb  
 Carolyn Parsons  
 Margaret Seeger  
 Angela Taylor  
 Susan Wyly-Jones  
 Ruth Yannetti



# TOWN DIRECTORY

## Telecommunications Committee

Roland E. Chaput, Chair  
 Freeland K. Abbott  
 Bernice K. Jones  
 Philip J. McCarthy  
 Alan McClennen, Jr.

## Noise Abatement Study Committee

Frank J. Ciano, Chair  
 Roger Barnaby  
 Tom Dumyahn  
 John A. FitzMaurice  
 John R. Leonard  
 Marie T. Walsh

## Zoning Bylaw Review Committee

Freeland K. Abbott, Chair  
 Peter J. Fiore  
 Robert Fredieu  
 John D. Leone  
 Bruce Wheltle  
 Alan McClennen, Jr.  
 Pamela Meister  
 Steven H. O'Riordan  
 John L. Worden III

## Appointed by the Board of Selectmen

### Town Manager

Philip J. Farrington	2003
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### Comptroller & Coordinator of Data Processing

A.L. Minervini, Jr.	2001
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### Board Administrator

Marie A. Krepelka

### Arlington Arts Council

Robert Zinck	2002
Shari Ajemian Craig	2003
Christine E. Alaimo	2003
Mary Babic	2003
Cheryl Hemenway	2003
David Silverman	2003
Diane Connor	2004
Elinore Kagan	2004
Suzanne McLeod	2004
Amy Peters	2004
Kathleen Phelps	2004

## Zoning Board of Appeals

Stephen P. Reynolds, Associate	2002
Theresa Stremlau, Associate	2002
Patrick D. Dignan	2003
Marshall K. Audin	2003
Susan M. McShane, Associate	2004
Joseph F. Tulumieri	2004

## Board of Registrars of Voters

William P. Forristall, Chair	2002
Corinne M. Rainville	2002
Florence R. McGee	2003
Frederick J. Sennott, Jr.	2004

## Historic District Commissions

Beth Cohen, Chair  
 Andrea Alberg  
 Robert J. Botterio  
 Jane Drake Piechota  
 Len Kuhn  
 Michael Logan  
 Yvonne Logan  
 Stephen Makowka  
 Martha Penzenik  
 Margaret Potter  
 Lynn Sternbergh  
 John L. Worden III  
 Martha Donoghue, Executive Secretary

## Arlington Preservation Fund

Thomas Wray Falwell  
 Andrew S. Fischer  
 Harold L. Goldsmith  
 Clark L. Griffith  
 Patrick Guthrie  
 Gayle C. Kiely  
 Charlene Lemnios  
 Alan McClennen, Jr.  
 John L. Worden III  
 Daniel A. Xenos

## Fair Housing Advisory Committee

Nick Minton, Chair  
 Wilson Henderson  
 Franklin W. Hurd, Jr.  
 Kathleen Kiely Dias  
 Adele Kraus  
 Muriel Ladenburg  
 Timothy Lordan  
 Pearl Morrison

## Public Memorial Committee

Alexander Salipante, Chair  
 Franklin W. Hurd, Jr.  
 Wilfred St. Martin



# TOWN DIRECTORY

## Cyrus E. Dallin Art Museum Board of Trustees

Mary DiGioia  
Mark Hruby  
Linda K. Olsen  
David Formanek  
Gerry Ricci  
Geraldine Tremblay  
James P. McGough

## Appointed by the Town Manager

### Town Manager's Office

Nancy T. Galkowski,  
Deputy Town Manager  
Teresa H. DeBenedictis,  
Assistant Town Manager/Purchasing Agent

### Legal

John F. Maher, Town Counsel  
Edward M. Marlenga,  
Workers' Compensation Agent

### Planning and Community Development

Alan McClennen, Jr., Director

### Community Safety

Frederick Ryan,  
Director of Police Services  
Richard J. Maimone,  
Director of Fire Services

### Libraries

Maryellen Remmert-Loud, Director

### Public Works

Richard A. Bento, Director

### Human Services

Patsy Kraemer, Administrator

### Personnel/Affirmative Action

Caryn E. Cove, Director

### Inspectional Services

Michael Byrne, Director

### Council on Aging

John Jope, Executive Secretary

### Veterans' Services

Joseph S. Daly, Acting Agent

### Public Health

Marie Walsh, Director

## Weights and Measures

Joseph Carabello, Sealer/Health Compliance Officer

## Recreation Division

Jonathan Jalbert, Superintendent

## Veterans' Memorial Sports Center

Robert McKeown, Manager

## Appointed by the Town Manager subject to the approval of the Board of Selectmen

### Redevelopment Board

	Term
Roland E. Chaput, Chair	2003
*John A. FitzMaurice	2002
Barry Faulkner	2003
Nora Mann	2003
Edward T. M. Tsoi	2004
*Appointed by the Governor	

### Board of Health

Carole E. Allen, M.D., Chair	2002
Gregory Leonardos	2003
William Mark Fingerle	2005

### Board of Library Trustees

Barbara Muldoon	2002
Patricia Deal	2002
Katharine Lawrence	2002
David Castiglioni	2003
Francis Murphy	2004
Susan Cronin Ruderman	2004
Joyce H. Radochia	2004

### Park and Recreation Commission

Donald Vitters, Chair	2004
Joseph P. Carabello	2003
Leslie Mayer	2004
Bernice Jones	2003
Mark McCabe	2004

### Board of Youth Services

Rev. Ronald Ramsey	2001
Jean Donahue	2002
Elaine Shea	2002
Dorothy Williams	2002
John E. Bowler	2003
Mary Deyst	2003
Joan Robbio	2003
Donna Dolan	2004
Jeannette Mills	2004
Larry Greco	2005
Carlene Newell	2005
Patsy Kraemer, ex-officio	
David McKenna, ex-officio	
Elizabeth Oppedisano, ex-officio	



# TOWN DIRECTORY

## **Affirmative Action Advisory Committee**

Barbara Boltz, co-chair  
 Adrienne McClure, co-chair  
 Dr. Franz J. Browne  
 Augusta Haydock  
 Jack Jones  
 Elaine Maclachlan  
 Christopher Ryan  
 Howard B. Winkler

## **Personnel Board**

Cynthia Gallagher, Chair	2002
Rebecca Blair	2003
Richard Terry	2004

## **Historical Commission**

Jane Becker	2001
Patrick B. Guthrie	2003
Pamela Meister	2003
Robert J. Botterio	2004
JoAnn Robinson	2004
A. Michael Ruderman	2004
Eric Stange	2004

## **Council on Aging**

Mary Dodge	2002
Shirley Chapski	2003
Richard Murray	2003
Dorothy Nicholas	2003
Robert Bowes	2004
Mildred M. Hurd	2004
Harry P. McCabe	2005

## **Conservation Commission**

Timothy Sullivan	2002
David White	2002
Christine Wallace	2003
Judith Hodges	2004
Nathaniel Stevens	2004
Geraldine Tremblay	2004
Catherine Garnett	2005
Corinna Beckwith, Conservation Administrator	

## **Board of Cemetery Commissioners**

Michele Hassler	2004
Edward W. Murphy, Chair	2002
Bernard J. Smith	2003

## **Board of Trust Fund Commissioners**

Timothy F. Lordan, Chair	2002
Augusta Haydock	2004
Donald Reenstierna	2004

## **Constables**

Vincent A. Natale, Jr., 215 Forest Street	2002
Richard Boyle, 1 Mott Street	2005

## **Commission on Disability**

Barbara Cutler, Ed. D.	2002
Joseph D. Giurleo	2002
Barbara Jones	2002
Dr. Louis Krodel	2002
Alan McClennen, Jr.	2002
Thomas Boudreau	2004
Lin Baker	2004
Larry Goldberg	2004

## **Open Space Committee**

Roland Chaput	2002
Karsten Hartel	2002
Alan McClennen, Jr.	2002
Oakes Plimpton	2002
Bernice Jones	2003
Patsy Kraemer	2004
Ann LeRoy	2004
David White	2004
Michele Hassler	2005

## **Various Appointing Authorities**

### **Capital Planning Committee**

Charles T. Foskett, Chair  
 Stephen J. Andrew  
 John J. Bilafer  
 David Kale  
 John A. FitzMaurice  
 Nancy T. Galkowski  
 Anthony T. Lionetta  
 A.L. Minervini Jr.  
 Barbara Thornton

### **Human Rights Commission**

Sheri A. Baron, Chair  
 Marlissa Briggett  
 Christine C. Carney  
 Christine Deshler  
 Esther Kingston-Mann  
 Christopher Kita  
 Kevin McGann  
 Susan P. McHugh  
 A. Nick Minton  
 Roger Rosen  
 William Shea  
 Nancy Sweeney  
 James Webster  
 Mary Ann Sullivan, staff assistant

### **Permanent Town Building Committee**

John Cole, Chair  
 Richard A. Bento  
 Thomas Caccavaro  
 Kay Donovan  
 Philip J. Farrington  
 Robert A. Juusola  
 William Shea  
 Charles Stretton  
 Martin Thrope



# TOWN DIRECTORY

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## **Town of Arlington Scholarship Fund**

John J. Bilafer  
Sister Catherine Clifford  
Sister Elizabeth DiTolla  
Peter J. Fiore  
Dr. Ronald Fitzgerald  
Barbara Gorman  
Janice Shaw

## **Vision 2020 Standing Committee**

Jane L. Howard, co-chair  
Alan McClennen, Jr., co-chair  
Eugene Benson  
Kathleen Dias  
Kathleen Donovan  
Abigail DuBois  
Ralph Elwell  
Philip J. Farrington  
Andrew Fischer  
Sean Garballey  
William Hartigan  
Nora Mann  
Cheryl Miller  
Angela Olszewski  
William Shea  
Edward Starr  
Martin Thrope  
Patricia Watson  
John L. Worden III

## **Affordable Housing Task Force**

Kevin P. Feeley  
Diane Harrington  
Timothy Lordan  
Charles Lyons  
Nora Mann  
Neal J. Mongold  
Ed Randolph  
Eric Stange  
Patricia B. Worden



# REFERENCE GUIDE

## TOWN OF ARLINGTON TELEPHONE REFERENCE GUIDE

**To Reach All Town Offices: 781-316-3000**

Office	Extension
Assessors	3050
Cemetery	781-641-5483
Civil Defense	781-643-4000
Clerk	3070
Comptroller	3330
Consumer Affairs	3408
Council on Aging	3400
Council on Alcohol Education	3584
Data Processing	3331
Engineering	3320
Fair Housing	3429
Fire (Non-Emergency)	3800
Fire Prevention	3803
Health	3170
Human Rights	3250
Human Services	3250
Inspections	3390
Legal	3150
Libraries	3200
(Nights and Weekends call 316-3200)	
Fox Library	781-316-3198
Parking Clerk	3031
Personnel	3120
Planning & Community Development	3090
Police (Administration)	3900
Police (Non-Emergency) (24 Hour)	781-643-1212
Public Works:	
Administration at Town Hall	3108
Town Yard at Grove Street	3300
(Nights and Weekends call 781-316-3301)	
(Water/Sewer Nights/Weekends call 781-316-3301)	
Recreation	3880
Redevelopment Board	3090
Registrars of Voters	3070
Sealer of Weights & Measures	3193
Selectmen	3020
Town Manager	3010
Treasurer/Tax Collector	3030
Veterans' Services	3166
Zoning Board of Appeals	3396

## ARLINGTON PUBLIC SCHOOLS 869 MASSACHUSETTS AVENUE

**To Reach All School Offices: 781-316-3500**

**NO SCHOOL ANNOUNCEMENTS:** Broadcast on WBZ (1030), WEEI (850), and WCVB-TV (Channel 5). Fire Whistle sounds at 6:30 A.M. for No School at Junior and Senior High Schools, at 7:45 A.M. for No School at the Elementary Schools.

## STATE AND FEDERAL LEGISLATORS

Office	Phone Number
Senator Robert Havern (4th Middlesex District) Room 513, State House Boston, MA 02133	617-722-1432
Representative Jim Marzilli (23rd Middlesex District) Room 443, State House Boston, MA 02133	617-722-2460
Representative Anne Paulsen (26th Middlesex District) Room 23, State House Boston, MA 02133	617-722-2140
Senator Edward M. Kennedy 2400 J.F.K. Building Boston, MA 02203	617-565-3170
Senator John F. Kerry 1 Bowdoin Square 10th Floor Boston, MA 02114	617-565-8519
Representative Edward J. Markey 5 High Street, Suite 101 Medford, MA 02155	781-396-2900

## OTHER PUBLIC SERVICES

Arlington Advocate	781-643-7900
Arlington Boys and Girls Club	781-648-1617
Arlington Chamber of Commerce	781-643-4600
Arlington Historical Society	781-648-4300
Arlington Housing Authority	781-646-3400
Arlington Senior Center	781-316-3400
NSTAR (Emergency)	1-800-592-2000
Keyspan (Leaks)	1-800-231-5325
Center for Mental Health	781-646-7300
ATT Broadband	1-888-633-4266
Jason Russell House/ Smith Museum	781-648-4300
Logan International Airport (Public Info)	617-561-1800
Mass. Bay Transit Authority (Route Info)	617-222-3200
Mass. Water Resources Authority (24 Hour Emergency)	617-727-5274
Middlesex County Offices	617-494-4000
Minuteman Regional High School	781-861-6500
Post Office (Arlington Center)	781-648-1940
RCN	781-316-8800
Registry of Motor Vehicles	617-351-4500
Skating Rink	781-643-4800
Visiting Nurse and Community Health	781-643-6090
Whittemore-Robbins House	781-316-3260
Youth Consultation Center	781-316-3255



# ARLINGTON INFORMATION

**INCORPORATION** The Town of Arlington was originally settled in 1635 as a village under the name Menotomy. In 1807, the Town and a section of what is now Belmont were set off from Cambridge and incorporated as West Cambridge. In 1867, the name was changed to Arlington in honor of the heroes buried at Arlington National Cemetery in Arlington, Virginia.

## **POPULATION**

1970 (Federal Census)	52,720
1975 (State Census)	50,223
1980 (Federal Census)	48,219
1985 (State Census)	46,465
1990 (Federal Census)	44,630
2000 (Federal Census)	42,389

**LOCATION** Arlington is situated six miles northwest of Boston, in latitude 42 degrees 25 minutes north, longitude 71 degrees 09 minutes west. The Town is bordered on the north by Winchester, on the east by Medford and Somerville, on the south by Cambridge and Belmont and on the west by Lexington.

**ELEVATION** The Town elevation above mean tide ranges from a low of 4 feet to high of 377 feet. Elevations include 10 feet at Massachusetts Avenue and the Cambridge line, 48 feet at Massachusetts Avenue and Pleasant Street, 155 feet at Massachusetts Avenue and Park Avenue, 281 feet at Crescent Hill Avenue and Park Place, and 377 feet at Park Circle and Eastern Avenue.

**AREA** Arlington covers 3,517.5 acres or 5.5 square miles of which 286.2 acres are covered by water. There are 158.27 acres of parkland owned by the Town and 52.25 acres under the control of the Metropolitan District Commission. Just over fifty-nine acres of the land area are devoted to cemeteries.

**FORM OF GOVERNMENT** The Town of Arlington is governed by the "Town Manager Act of the Town of Arlington, Massachusetts", the "By-Laws of the Town of Arlington", and Massachusetts General Laws Chapter 43A, "Standard Form of Representative Town Meeting Government". The executive branch is made up of a five-member Board of Selectmen elected at large. The Board hires a professional manager to administer the daily operations of the government. The legislative branch is a Town Meeting made up of 252 representatives, elected from each of the twenty-one precincts in Town. Arlington is also a member of the 7th Massachusetts Congressional District, 4th Middlesex State Senatorial District, and the 23rd and 26th Middlesex State Representative Districts.

**INFRASTRUCTURE** There are 95.27 miles of public streets and town ways, 24.36 miles of private streets open for travel, 6.11 miles of state highways and parkways, and 3.24 miles of paper streets. The permanent water system consists of 131.43 miles, and the sewer system consists of 117.37 miles. There are 77.37 miles in the Town's storm drain system, and the Town maintains 3,698 catch basins. There are 104.09 miles of permanent sidewalks and 92.31 miles of curbing.

**TRANSPORTATION** Arlington is bounded on the south by Route 2, a major transportation route allowing access to Boston and the western part of Massachusetts. Arlington is also a short distance from Interstate Routes 93 and 95. Other major routes that go through the town are Routes 2A and 3. Public transportation is provided through the Massachusetts Bay Transit Authority (MBTA) servicing the Greater Boston area with bus service and a subway system. Closest access to the subway system is through the Alewife Station located just over the Arlington border in Cambridge.

**EDUCATION** The Town of Arlington operates an excellent school system with seven elementary schools, one middle school, and Arlington High School. The elementary schools are: Bishop School, 25 Columbia Road; Brackett School, 66 Eastern Avenue; Dallin School, 185 Florence Avenue; Hardy School, 52 Lake Street; Peirce School, 85 Park Avenue Extension; Stratton School, 180 Mountain Avenue, and Thompson School, 70 North Union Street. The Ottoson Middle School is located at 63 Acton Street. Arlington High School is located at 869 Massachusetts Avenue.



## NOTES

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Hardy School  
Arlington, MA















